



This is a digital copy of a book that was preserved for generations on library shelves before it was carefully scanned by Google as part of a project to make the world's books discoverable online.

It has survived long enough for the copyright to expire and the book to enter the public domain. A public domain book is one that was never subject to copyright or whose legal copyright term has expired. Whether a book is in the public domain may vary country to country. Public domain books are our gateways to the past, representing a wealth of history, culture and knowledge that's often difficult to discover.

Marks, notations and other marginalia present in the original volume will appear in this file - a reminder of this book's long journey from the publisher to a library and finally to you.

Usage guidelines

Google is proud to partner with libraries to digitize public domain materials and make them widely accessible. Public domain books belong to the public and we are merely their custodians. Nevertheless, this work is expensive, so in order to keep providing this resource, we have taken steps to prevent abuse by commercial parties, including placing technical restrictions on automated querying.

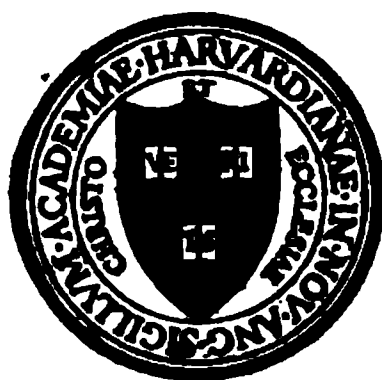
We also ask that you:

- + *Make non-commercial use of the files* We designed Google Book Search for use by individuals, and we request that you use these files for personal, non-commercial purposes.
- + *Refrain from automated querying* Do not send automated queries of any sort to Google's system: If you are conducting research on machine translation, optical character recognition or other areas where access to a large amount of text is helpful, please contact us. We encourage the use of public domain materials for these purposes and may be able to help.
- + *Maintain attribution* The Google "watermark" you see on each file is essential for informing people about this project and helping them find additional materials through Google Book Search. Please do not remove it.
- + *Keep it legal* Whatever your use, remember that you are responsible for ensuring that what you are doing is legal. Do not assume that just because we believe a book is in the public domain for users in the United States, that the work is also in the public domain for users in other countries. Whether a book is still in copyright varies from country to country, and we can't offer guidance on whether any specific use of any specific book is allowed. Please do not assume that a book's appearance in Google Book Search means it can be used in any manner anywhere in the world. Copyright infringement liability can be quite severe.

About Google Book Search

Google's mission is to organize the world's information and to make it universally accessible and useful. Google Book Search helps readers discover the world's books while helping authors and publishers reach new audiences. You can search through the full text of this book on the web at <http://books.google.com/>

B 8407.2. ~~20~~
204



Harvard College Library

FROM

The Library

THE

Johns Hopkins Pratt Free Library

OF BALTIMORE CITY

TWENTY-FOURTH ANNUAL REPORT

OF THE

LIBRARIAN

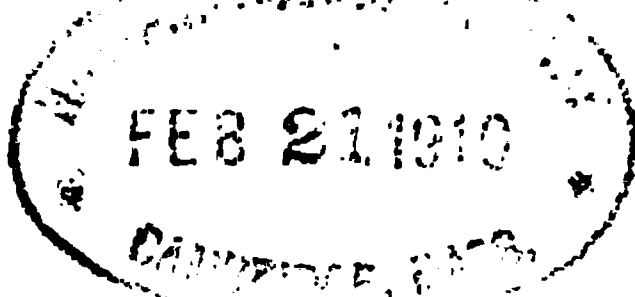
TO THE

BOARD OF TRUSTEES

FOR THE YEAR 1909

BALTIMORE

1910



BOARD OF TRUSTEES.

JAMES A. GARY,
CHARLES J. BONAPARTE,
EDWARD STABLER, JR.,
THOMAS J. MORRIS,

HENRY PRATT JANES,
HENRY DUFFY,
HENRY STOCKBRIDGE,
JOHN E. SEMMES,

HENRY D. HARLAN.

OFFICERS OF THE BOARD.

JAMES A. GARY, *President*,
THOMAS J. MORRIS, *Vice-President*,

EDWARD STABLER, JR., *Secretary*,
HENRY PRATT JANES, *Treasurer*.

EXECUTIVE COMMITTEE.

JAMES A. GARY,

HENRY PRATT JANES,

HENRY DUFFY.

LIBRARY COMMITTEE.

THOMAS J. MORRIS,
CHARLES J. BONAPARTE,

JOHN E. SEMMES,
JAMES A. GARY, *ex-officio*.

COMMITTEE ON ACCOUNTS.

EDWARD STABLER, JR.,

HENRY D. HARLAN,

JAMES A. GARY, *ex-officio*.

BUILDING COMMITTEE.

JAMES A. GARY,
HENRY STOCKBRIDGE,

HENRY PRATT JANES,
HENRY DUFFY.

OFFICERS OF THE LIBRARY.

BERNARD C. STEINER, LIBRARIAN.

LOUIS H. DIELMAN, ASSISTANT LIBRARIAN.

LIBRARY BUILDINGS.

CENTRAL LIBRARY—106 West Mulberry Street, near Cathedral.

BRANCH 1—Corner of Fremont Avenue and Pitcher Street.

BRANCH 2—Corner of Hollins and Calhoun Streets.

BRANCH 3—Corner of Light and Gittings Streets.

BRANCH 4—Corner of Canton and O'Donnell Streets.

BRANCH 5—Corner of Broadway and Miller Street.

BRANCH 6—St. Paul Street, above Twenty-fifth.

BRANCH 7—Falls Road, below Fourth Avenue. (*Woodberry and Hampden*). [Building given by Robert Poole, 1900.]

BRANCH 8—Eleventh Street and Liberty Road. (*Walbrook*).

[Building given by Francis A. White, 1907.]

BRANCH 9—1504 East Fort Avenue. (*Locust Point*).

[New Building given by Andrew Carnegie, to be at N. W. Corner Towson and Beason Streets. Site given by B. & O. R. R.]

STATION 10—Mott Street near corner of Gay. (*Old Town*).

STATION 11—1119 East Baltimore Street.

BRANCH 12—Corner Barre and St. Peter Streets.

[Building given by Andrew Carnegie, 1908, purchase of lot made possible by gift of Thomas J. Hayward.]

BRANCH 13—Patuxent and East Fayette Streets and Philadelphia Road.

[Building given by Andrew Carnegie. Lot dedicated to library by Mayor and City Council.]

BRANCH 14—Garrison and Fairview Avenues. (*Forest Park*).

[Building given by Andrew Carnegie. Lot dedicated to library by Mayor and City Council.]

Branches 13 and 14 are not yet open.

215-66
7-7

ANNUAL REPORT FOR 1909

To the Trustees of the Enoch Pratt Free Library.

GENTLEMEN: A number of very important events characterize the work of the year 1909. We have constructed and opened the first of the Branch Library Buildings constructed with the funds given us by Mr. Andrew Carnegie. We have arranged for the construction of three other such buildings in different parts of the City, having received lots therefor, from the Mayor and City Council and from the Baltimore and Ohio Railroad Company. We have found that the interest in public libraries is growing, and that there is a widespread desire for us to give the people of Baltimore the adequate library facilities which we desire to furnish them, and which can be attained when we shall have received sufficient appropriation for maintenance and support of the institution. The people in the vicinity of Calverton are anxious that we shall place a Branch Library in that vicinity, and are bestirring themselves in the effort to procure a suitable site for that purpose.

The Trustees of the Library elected the Hon. Henry D. Harlan, Chief Judge of the Supreme Bench of Baltimore City, to the vacancy in the Board, at the meeting in April.

At the beginning of 1910 this Library contains 264,872 volumes and is administered by 95 officers and employees. The home circulation of books was, during the last year, 613,689, and with the greatest economy the expenses amounted to \$71,924.77, so that it is evident that the Library could not have been carried on, even within the present bounds of its work, unless there had been received from fines, catalogues, etc., a sum added to the annuity and the appropriation paid by the city. In 1909 the Library system consisted of a Cen-

tral Library Building, nine Branches and three Delivery Stations, in addition to which books were sent to 66 institutions, and by an arrangement with the Maryland State Library Commission, to 16 blind persons outside of the city. In the reading rooms of the Library 115,523 books and 233,352 magazines were used. Exact figures as to Reading Room use cannot be given, owing to the fact that some of the Branches have open shelves. The grand total of books circulated from the beginning amounts to 14,923,909. The registration books show that there are now 38,979 borrowers' cards outstanding, and that 195,422 persons have at different times become entitled to the use of the Library. The circulation of books by classes is given in Table A, that by months in Table B. The number of books in the various classes in the Central Library, the number added to each class during the year, the total circulation of each class and the average number of times each book went into circulation are shown in Table C, while Table D shows similar figures for the Branches. The circulation of periodicals in the various reading rooms is shown by months in Table E, while Table F gives comparative library statistics of Baltimore and other cities. From Table F, we see how great is the disparity between our income and that of the libraries of other cities of the rank of Baltimore.

The great and growing interest in public libraries in other cities may be seen from the last report of the Comptroller of New York City which shows that the appropriation to public libraries in that whole city in 1908 was \$954,400.68; and in 1909 it was \$1,101,268.

The importance of public libraries has been felt for many hundreds of years. In the Apocrypha, we read (2 Maccabees, Chapter XI, verses 13-15) that "the brethren, the Jews that are in Jerusalem and they that are in the country of Judea," sent "greeting to the brethren, the Jews that are throughout Egypt," informing them that Nehemiah, "founding a library, gathered together the books about the kings and

prophets, and the books of David and letters of Kings about sacred gifts. And in like manner Judah also gathered together for us all those writings that had been scattered by reason of the war that befell and they are still with us. If, therefore, ye have need thereof, send some to fetch them unto you." The same appreciation of libraries was found in the career of Lucullus, of whom Plutarch writes, "What he did as to his collection of books is worth notice and mention. He got together a great number of books which were well transcribed, and the mode in which they were used was more honourable to him than the acquisition of them; for the libraries were open to all, and the walking-places which surround them, and the reading rooms were accessible to the Greeks without restriction, and they went there as to an abode of the Muses, and spent the day there in company with one another, gladly betaking themselves to the libraries from their other occupations."

With the dawn of the Protestant Reformation, we find that in a writing of Martin Luther's which appeared in 1524, entitled "An die Ratsherrn aller Städte deutschen Landes, dass sie christliche Schulen aufrichten und halten sollen" he impressively urged that no money or industry should be spared in forming "Librareien" or Bücherhäuser, especially in the prosperous large towns. He depicted the narrow conditions of the monastic libraries and sketched out a programme of what the new libraries are to contain. Of course theological literature takes a large part, but the effort is unmistakable to comprehend intellectual knowledge in its entirety. According to him there should be collected "the Holy Scriptures in the most important languages, the best and oldest commentators, writings on philology, belles lettres, art, jurisprudence, medicine, and above all, history."

Francesco Patrizi, Bishop of Gaeta, a writer contemporary with Luther, in a work (which was, by the way, translated into English in 1576 by R. Robinson), addressed to the people of Siena, urges the foundation of a public library. "Our citi-

zens should not be cheated of so great an advantage; for if the wrestling-ground, which helps the body, is established at so great an expense in most cities, how much more should a library be fitted, which is the food of a well-grounded intellect and the exercise of an ingenuous mind."

This appreciation of the importance of libraries and of their use to the whole people has been well expressed in recent years by Lord Avebury in his statement that "education ought never to stop and the library is the school for the grown up." He has further said that "A public library is true fairyland, a very palace of delight, a haven of repose from the storms and troubles of the world. Rich and poor can enjoy it equally, for here, at least, wealth gives no advantage. You can transport yourself without delay and without expense to any part of the globe, or even into the regions of the skies. You can call up the greatest men of the past or the present, of this or any other country. Surely to the works of Englishmen, at least, Englishmen have some right. The literature of England is the birthright and inheritance of every Englishman. England has produced, and is producing, some of the greatest of poets, of philosophers, of men of science. No country can boast a brighter, purer, or nobler literature; richer than our commerce, more powerful than our arms, the true pride and glory of our country. To this literature the very poorest of our townsmen have access."

An even more noteworthy statement of the importance of public libraries is found in an address recently delivered by Josiah H. Benton, President of the Trustees of the Boston Public Library, a library for which the City of Boston gladly taxes itself fifty-six cents per capita: "The primary purpose of a free public library, supported by taxation, is to give the use of good books and other educational library material to persons who might not otherwise enjoy such use. But it is also of great public importance that a library should, within the means at its command, afford opportunity for study and research by scholars and students. In doing this, our Library

supplements the work of our public schools and of the university. It places the highest special knowledge at the service of all our citizens without charge and without unnecessary detail or formality. It touches the elementary and common need, and begins with the child who has just learned to read and aids him in the common school. To most of the graduates of our grammar schools who pass at once into active life, the Library stands in place of the high school, the academy and the college, and it is to them a university. In the aggregate of all its services, the Boston Public Library should be and, I believe is, in itself a system of education for all and free to all.

"The distinguishing characteristic of the education given by a public library is that it is not imposed upon the person who has it. The education of the schools is to a greater or less extent imposed upon those who receive it, and it is necessarily general in its character, without regard, to any great extent, to the individual needs of the persons who receive it. The schools must educate persons in classes and upon general lines of knowledge. The library, however, educates only in response to individual wants and demands. Everything that is done by it is done in response to requests from individuals, who ask for that which they each want. Every one of the million and a half volumes issued by the Boston Public Library in a year, for direct home use, is issued because some particular person wants that book. Every book consulted in the Central Library or its Branches of Reading Rooms, every newspaper consulted, every manuscript, every picture furnished for use is furnished because some particular person asks for it, presumably because he needs it. It is obvious that education of this kind is likely to be more effective in the development of individuals along the lines of which they are each capable than any system of education which deals with individuals in classes, and imposes upon them certain required courses of study and investigation.

“One peculiarity of the working of a library system is that the expense and waste of the working increases disproportionately to the additions which are made to the collection. A library system is like a telephone system, where each additional subscriber disproportionately increases the cost of working the whole system. The expense and waste of efficiently working a collection of a million books is more than ten times as great as the expense and waste of working one hundred thousand books, because each book is worked in connection with every other.

“As it is true that the Public Library System is of value only as it is used, and that to produce the utmost value from its use it should be used to the limit of its capacity, so it is equally true that the increasing use of it produces a disproportionately greater increase in the expense and waste of working. Books, that are transported frequently and over a large area of use, wear out proportionately faster than they would, if they were transported less frequently and over a smaller area.

“Again, books for general use wear out very rapidly. Volumes that are purchased at an average cost of \$1.03,” which, in Boston, “is the average price paid for books bought with appropriations by the City Council, are not only books which wear out because they are in constant use, but they are necessarily of such paper, typography, and binding as to wear out rapidly by use. The cost of replacing such books, either with new books of the same kind or with new editions or other books upon the same subject, is very great, and causes a great and constantly increasing expense.”

NEEDS.

The needs of the Library have been adverted to so often in the Annual Reports that it seems necessary merely to recapitulate the more important ones of them in tabular form in order that they may be kept constantly in view.

1. An extensive addition to the Central Library facilities in the shape of an additional new building, monumental in its architecture, convenient and modern in its interior, adjacent to and connecting with the present Central Library Building.

2. Until the erection of such a building, the establishment in converted dwellings adjacent to the Central Building, of those departments for which we have no facilities in the present building, for example:

(a) A technological room.

(b) A young people's room.

(c) A teacher's room.

(d) An open shelf room containing a standard library.

3. A sufficient sum of money to enable us to convert the six Branch Libraries first built into open shelf libraries.

4. A sufficiently large book fund to enable us to purchase very much more largely for the branches and to increase the number of duplicates purchased.

5. Sites for Branch Libraries as follows:

(a) To take the place of Station No. 10 in the 10th ward, or the southern part of the 9th ward in the vicinity to the southeast of Greenmount Cemetery.

(b) To take the place of Station No. 11 in the 5th ward in the vicinity of Baltimore and Aisquith streets.

(c) In the vicinity of South Broadway in the 2nd or 3rd ward.

(d) In the vicinity of Collington Square in the 8th ward.

(e) In the vicinity of Lake Montebello in the 8th or 9th ward.

(f) In the vicinity of Homewood in the 12th ward.

(g) In the vicinity of Mt. Royal and Maryland avenues in the 11th ward.

(h) In the vicinity of North and Linden avenues in the 13th or 14th ward.

(i) In the vicinity of Park Heights avenue in the 15th ward.

(j) In the vicinity of Ashburton in the 15th ward.

(*k*) In the vicinity of North¹ avenue and Pulaski street in the 15th ward.

(*l*) On the Bloomingdale road at Calverton in the 16th ward.

(*m*) In the vicinity of Carroll and Irvington in the 20th ward.

(*n*) In the vicinity of Frederick avenue and McHenry street in the 20th ward.

In response to a request from the Educational Society of Baltimore, I addressed them upon the "Next Steps in Library Development in Baltimore" on November 11, and, at that meeting, a committee of the Society was appointed to coöperate with and to aid us in obtaining additional income, so that we can the better aid the people of the city in obtaining library facilities.

ORDER AND ACCESSION DEPARTMENT.

President Noah Porter once spoke of the importance of a wise selection of books and of enlightened methods of reading (Books and Reading p. 6) and in a well-known work of his remarked, "We have seen that a book is the creation of a living man, and should be regarded and judged somewhat as a man himself is tried and estimated. A few books are indeed almost impersonal, and might have been written by one man as readily as by another. These are to be judged chiefly by their *value*, *i. e.* by what they contain. But most books express more or less of the personality of their authors; and in reading them, we come in contact with living men. Good books, besides the value of what they contain and impart, have a positive *worth* in their effect on the principles, feelings and character. * * * If this be true, then in reading we are properly said to come into communication with a human being, who will either instruct and elevate, or mislead and degrade us."

We have endeavored to place in the hands of the people of Baltimore, books which shall instruct and elevate. We have tried to bear in mind the rules given by Bostwick (Hitchcock's Building of a Book), that "in selecting books for a public library, the two things generally taken into account are the public desire and the public need. Libraries do not purchase every book that is asked for, without considering whether such purchases are right and proper. Nor do they, on the other hand, disregard popular demand altogether and purchase from a list made up solely with regard to what the community ought to read, rather than what it wants to read."

The total number of books now on our accession catalogues is 264,872. During the year 14,852 books were accessioned, of which 4,004 were replacements. Since the opening of the Library 71,436 books have been condemned and withdrawn from circulation; 6,970 of these were condemned during the past year.

During the year 5,437 volumes were added to the Central Library; to Branch No. 1, 147; Branch No. 2, 151; Branch No. 3, 123; Branch No. 4, 126; Branch No. 5, 137; Branch No. 6, 150; Branch No. 7, 123; Branch No. 8, 564; Branch No. 12, 3,982.

The total number of books now accessioned for the Central Library is 171,378 and for the Branches as follows: Branch No. 1, 14,341; Branch No. 2, 13,509; Branch No. 3, 11,178; Branch No. 4, 11,160; Branch No. 5, 13,469; Branch No. 6, 11,642; Branch No. 7, 7,507; Branch No. 8, 3,674; Station No. 9, 1,062; Station No. 10, 408; Station No. 11, 222; Branch No. 12, 3,995.

Of the books upon the accession records of the Central Library, the following are placed in the Stations, viz: Station No. 9, 568; Station No. 10, 1,149; Station No. 11, 1,619; so that the true number in the Central Library is 168,042.

According to our usual practice, worn out books have been sent to jails, almshouses, libraries of public schools and of towns in the counties, and have been of service to the people who received them.

The usual stock-taking was prosecuted with care, and its result is as follows: There were missing from the Central Library 39; Branch No. 1, 1; Branch No. 6, 5; Branch No. 8, 1; Station No. 11, 2; Branch No. 12, 8. Since the Library was opened in 1885, we have lost 705 books, divided as follows: Central Library, 493; Branch No. 1, 51; Branch No. 2, 19; Branch No. 3, 24; Branch No. 4, 14; Branch No. 5, 9; Branch No. 6, 33; Branch No. 7, 3; Branch No. 8, 4; Station No. 9, 4; Station No. 10, 33; Station No. 11, 10; Branch No. 12, 8. The loss this year was 1 to every 13,021 books circulated. From the beginning the loss has been 1 to every 21,168 books circulated. The results are very satisfactory and show that in general our books are carefully guarded by the library force.

There has been a great increase in the work of this department during the year, owing to the opening of Branch No. 12.

We have sent an unusual number of orders for books to England, which are being filled very promptly, having received two invoices of several hundred volumes in one week. It is interesting to note how often we can get books published on the other side, cheaper than on this. We have also received the usual number from local dealers, besides a great many volumes of second-hand books bought at special prices, in view of putting them in the new Branches: among these, we were fortunate in securing several copies of the *Encyclopædia Americana*, at a greatly reduced price.

The accessioning is going on with the usual rapidity. Over three hundred volumes of "Everyman's Library" were accessioned in less than five days, and so far we have been able to keep well ahead of the cataloguing department.

One of the most important things to report is the great number of books which have been condemned and discarded. This part of the work has really become enormous, and if it were not for our improved method of handling the books, we would be swamped at the time of the year when most of the worn out books are sent up from the Branches. We are replacing as far as possible, in special bindings, such books as the Lang Fairy Books, which receive such very hard wear. We are discarding a number of the older and less popular books, which are hard to replace, to make room for the newer ones. The process of discarding books is much improved, in that they are entered on cards each day as they come up, and later these cards are sent to the cataloguing department to be listed.

The Library World (Vol. XI, No. 35, p. 409), in an article by two English librarians upon Guides to Book Selection, gives an estimate in accordance with which a library with an income of £10,000 is considered able to spend £1,500 for books. Although we are unable to purchase anything like as many books as we desire, still the percentage of our income spent for books is much greater than that given in this estimate.

It is interesting to note that, from the booksellers' point of view, Mr. Joseph E. Bray writes (Hitchcock, Building of a Book) that in library trade the margins of profit are very small, "but there is practically no loss in the matter of accounts, and a librarian is very satisfactory to deal with, as he usually knows what he wants. In the orders sent in by public libraries, solid reading is very largely represented."

No orders were sent to dealers from June to September, so very few books were received during this period. This enabled the department to catch up with the accumulated accession work, and it is now well up to date. Meanwhile the order work has progressed so that it is well in hand, and there is comparatively little material which has not been placed in lists and sent to dealers. The filling of replacement orders has been quite satisfactory.

An interesting invoice of books was received from Germany, including works in the Magyar and Finnish languages. We now have a collection of standard works in all the literary European languages.

Sixty-eight volumes of "Biblioteca de Autores Mexicanos" were received from Mexico.

During the year much work has been done in ordering and accessioning of books for the new Branches, 9, 13 and 14, principally Branch No. 13.

We have on hand a large number of books bought at greatly reduced prices from our second-hand book dealers for these Branches. These books are mostly standard works, and it is a great help to us to be able to secure them at such bargain prices for the new Branches.

A large number of donations have been received, among which may be especially mentioned several hundred volumes from the Y. M. C. A., the Transcript of the Record of the case of Maryland and West Virginia in the United States Supreme Court, from the Hon. Isaac Lobe Straus; a Descriptive Catalogue of the Incunabula contained in his collection, from Mr. Henry Walters, and about fifty volumes of German works from the Rev. Frederick Hans Zumpt. We have also received as gifts annual subscriptions to 75 magazines; and the use of the long distance telephone for the Central Library from the Chesapeake and Potomac Telephone Company. As a depository for public documents, we have received during the year the United States Government publications, sent by the Superintendent of Documents.

CATALOGUE DEPARTMENT.

The work of the first quarter very largely centered around the preparation of the books for Branch No. 12.

On February 1 the Branch card catalogue was transferred from the rooms of this department to the Trustees' room and a special force was appointed to catalogue the books for Branch

No. 12 only. It became necessary to send later another cataloguer to help with the work. All of the detail work—plating, stamping, shelf-listing and the ordering of the L. C. cards—was done in the catalogue rooms, so that when the book was sent to the Trustees' room it was ready to be catalogued. The L. C. cards further the work so very materially that I wonder what we were able to accomplish without them. It is the careful detail work necessary that consumes the time, more than the actual cataloguing, and the work was carried on with such faithfulness and activity that over three thousand volumes were ready for circulation when the library was opened. The public fiction card catalogue at the Central Library was pushed during the year and is practically complete. The revision of the shelf list goes on gradually, many changes in call numbers being made with the opening of each Branch. Rebound books are now stamped with the date of receipt from the binder, in order to determine how long they serve. The usual weekly bulletin was posted. The additional clerks were trained, but the opening of new Branches next year will necessitate the appointment of still other clerks.

The removal of the Branch catalogue allowed a little space for the growth of the accession card catalogue, but much additional space in which to handle the work comfortably is greatly needed. An extra person will be needed for the work of labeling and stamping books. The cutting of the catalogue cards to standard size progresses very slowly. We ought at once to adjust the shelf numbers of the Branches to the Central Library numbers, but have not the force to do this important work at present. Our call numbers were placed on the Bibliography of History for Schools, printed in the Atlantic Educational Journal, and a copy of it was sent to each Branch and Station.

The last report of the Cincinnati Library shows an expenditure of \$12,064 for a public card catalogue. The fact that it seemed wise to make such an expenditure speaks loudly for the usefulness of such a catalogue. It is most desirable that

we make our public card catalogue complete, and had we the money so to do, I should gladly recommend pushing on with this work.

Library of Congress cards were adopted for Branch shelves, and are a decided improvement over the sheet records formerly used, although they demand a considerable amount of space and are difficult to inspect in stock-taking.

During the year there were added to the card catalogue the Central Library 17,773 cards, in addition to which cards were made for the public card catalogues of the Central Library and Branches as copy for the finding list. The titles of 12,879 books suggested for purchase were looked up.

Only one new feature was adopted in cataloguing during the last quarter of 1909—that of not copying the endorsement on the back of the author card when the subject headings indicated on the L. C. card are followed without change. For typewritten cards the endorsement is copied as formerly.

All of the foreign language cards have been cut to standard size, while the same work for the official catalogue has been finished to "Religion." The foreign cards have all been combined with the main catalogue, except the Spanish, Italian and a portion of the French ones.

The Branch work has demanded much of our time, but we hope that the additional help assigned for that will relieve of a large percentage of it, thus permitting a larger output for the Central work. The Branch work is in all readiness to be handled rapidly. Each Branch has received some new books in addition to those replaced and rebound, and 404 Cathedral street now houses all Branch material, save a very small number of books as yet unstamped.

PUBLICATIONS.

The Annual Report for 1908 and a Bulletin of accessions for that year comprising 63 pages, were published in February. A very pleasant reference to our last Annual Report

may be found in the Dial for May 16, vol. 46, p. 319. On November 10, we issued the first of a series of four-page monthly bulletins, three and one-half pages of which are to be devoted to selected library titles, and one-half page to an advertisement of such a character as may fittingly accompany a library publication. Two of these bulletins have been issued, both of which contain titles of new books worth recommending. We find them arousing a great deal of interest among the borrowers, and calling attention to books which otherwise would not have been known to the people. I believe that in these monthly bulletins we find a promise of extensive usefulness.

The Cataloguing Department is preparing to reprint the second part of the Central Library Finding List, containing titles of the works upon English literature and in the classes of poetry and drama.

REGISTRATION.

There are now 38,979 borrowers' cards in force; 195,422 borrowers' cards and 48,099 students' cards have been issued from the beginning. During the year 2,442 students' cards were issued. Two hundred and forty institutions representing 19,400 books, are entitled to the use of the Library. The registrations for the year amounted to 9,426, of which number cards were obtained at the Central Library for 3,489; Branch No. 1, 642; Branch No. 2, 730; Branch No. 3, 532; Branch No. 4, 435; Branch No. 5, 846; Branch No. 6, 506; Branch No. 7, 192; Branch No. 8, 233; Station No. 9, 118; Station No. 10, 247; Station No. 11, 417; Branch No. 12, 1,039.

Thirty-nine cards were issued temporarily on a deposit of a sum of money.

During the year the following new points of distribution were added to our list: Maryland State Normal School, Gilpin, Langdon & Co., Epworth Methodist Episcopal Sun-

day School, Young Boys' Christian Association, Girls' Social Service Club, Robert Garrett Hospital for Children, St. Paul's School.

Of the institutions granted the privilege of drawing books 66 have drawn books during the year. The following institutions have drawn the following number of books respectively, in 1909: Colored High and Training School, 1; Eastern High School, 449; Maryland State Normal School, 418; Teachers' Training School, 8; Western High School, 131; School One, Preparatory School, 418; School Twelve, 347; School Twenty-nine, 244; School Thirty, 3,212; School Forty-two, 1,891; School Forty-six, 50; School Forty-nine, 16; School Fifty-nine, 1,186; School Sixty-two, 64; School Sixty-four, 1,148; School Seventy-seven, 174; School Seventy-nine, 32; School Eighty, 370; School One Hundred and Thirteen, 224; Arundell School, 4; Bryn Mawr School, 3; Girls' Latin School, 46; Woman's College, Department of History, 545; Female House of Refuge, 1,226; Maryland School for Boys, 1,222; Central Presbyterian Church Mission Study Class, 29; Church of Incarnation Lutheran Sunday School, 658; Emmanuel Reformed Episcopal Church Sunday School, 775; Epworth Methodist Episcopal Church Sunday School, 217; Faith Reformed Sunday School, 790; First Methodist Episcopal Church Sunday School, 1,306; Fulton Avenue Christian Church, Christian Center, 120; Immanuel German Reformed Church Sunday School, 868; The Friendly Society of St. Paul's House, 87; Guilford Avenue Methodist Episcopal Church Sunday School, 785; Harford Avenue Methodist Episcopal Church Sunday School, 740; Maryland Avenue Presbyterian Church Mission Study Class, 30; Olive Branch United Evangelical Church Sunday School, 701; St. Paul's Reformed Church Sunday School, 589; St. Stephen's Reformed Church Sunday School, 808; Playground in City Spring, 194; in School Twenty

41; in School Twenty-nine, 190; in School Forty-three, 177; Baltimore Athletic Club, 1,135; Baltimore Club, 713; Handicraft Club, 195; Maryland Historical Society, 1; University Club, 719; Postoffice Station J, 47; Northwestern Police Station, 625; Police Headquarters, 626; Western Police Station, 501; Baltimore American, 5; Sun, 29; Kelso Home, 139; Young Boys' Christian Association, 111; Young Men's Christian Association, 14; Young Women's Christian Association, East Branch, 222; Fort McHenry, 1,703; Gilpin, Langdon & Co., 1,053; Hochschild, Kohn & Co., 1,518; Polish Coffee House, 297; Robert Garrett Hospital, 107.

The classification of the institutions drawing books during the year is as follows: Public schools, 19; private schools, 4; reformatory institutions, 2; Sunday schools, and other church organizations, 17; playgrounds, 4; clubs, 5; post offices, 1; police stations, 3; newspapers, 2; miscellaneous, 9.

Our system of registration is very simple. Any person ten years old or over is allowed the privilege of the library, provided he complies with the following rules: He must present at the Registration desk an application, furnished by the Library, upon which he writes in ink his name and address; and must have some reliable person, a property holder, whose name appears in the City Directory, to sign his name in ink as guarantor. On presentation of the application properly signed, we give the borrower an index card upon which he again writes in ink, in our presence, his name and address. This handwriting must correspond with that on the application handed in. We issue the borrower's card immediately, giving him the next consecutive registration number. If a student's card is desired, one is issued bearing a duplicate number on the same endorsed application.

The registration is practically all done at the Central Library, the Branches sending their applications and index cards together with an invoice bearing the names and addresses of the applicants. Each application and index card is numbered, and opposite the name on the invoice the same

number is written. We keep the applications and index cards at the Central Library, returning the invoice to the Branch, and from this invoice the clerk at the Branch issues the card.

Our applications are filled alphabetically, the index cards, numerically. The Library cards are good for three years. At the expiration of that time, a borrower may re-register on his original application, provided he comes in person and states that his guarantor is still a resident of the city. For those who are unable to apply in person, an application, signed in the usual way, is brought to the Central Library and verified by the one we have on file.

Persons who do not have a guarantor may obtain a card by depositing five dollars with the Librarian, this money being refunded upon the return of book and card.

Ten cents is charged for a new card when one is lost.

At Branch No. 12, very remarkable activity has been shown and a very large number of applications for library cards have been made.

CENTRAL LIBRARY BUILDING.

A very important addition to the Central Library was made when the property No. 404 Cathedral street was transferred to the Mayor and City Council for library purposes by deed executed on May 11, 1909. This property is improved by a three-story dwelling, and has a front on Cathedral street of 23 feet 6 inches and a depth of 108 feet to the previous property of the Central Library. The addition of this building improved greatly the facilities of our Central Library, by giving us much needed space for some of the departments of administration. The chief expense in connection with adapting the Cathedral street building came from the erection of a metal corridor connecting the east wall of the Central Library building, and the dwelling on Cathedral street. The first floor of this building is used for the cataloguing of books for the

Branches. In the second floor have been placed the rest and lunch rooms for the clerks, and the third floor is used for storage. This has enabled us to give the cataloguing department space which was indispensably necessary for its increased work in connection with the new Branches and has placed the rest and lunch rooms in proper quarters in which we had been previously much deficient. The former women's lunch room has been assigned to the bindery, and the department of outside delivery now has the whole of the room which formerly it shared with the bindery. These changes are important in better equipping the library for its work.

During the year the wood work on the north, east and west sides of the main library building was painted, extensive repairs were made to the heating apparatus and improved electric lighting with Tungsten lamps was installed in the stack rooms.

During the past three years particular attention has been given to the improvement of the lighting of the Central Library building and Branches, with a view to increased efficiency and decreased cost. A number of types of gas and electric lamps have been tried, usually without any expense to the library, as agents are always glad of the chance to exhibit their wares—consequently no expensive experiments have been made and no worthless appliances have been consigned to the scrap heap.

The first change was made with the gas lighting. Automatic regulators were installed in the Central and Branches to prevent waste of gas from blowing and irregularities in pressure. A monthly rental was paid on all regulators, the rate being based on the capacity of the meters. This device saved about 25 per cent. on current gas bills.

The National inverted gas light was tested for a year, at the expense of the manufacturers, and having proved satisfactory and economical, has been placed in Branches 1, 2, 3, 5 and 6. As these lights have an automatic regulator in each burner, the regulators first mentioned have been taken out of all Branches, but retained at the Central Building.

Graetzin lights were installed at Branch No. 4 after a test of one light had been made in the Central Building for six months, with apparently satisfactory results, as this type of burner gives the highest possible efficiency. At the Branch, however, it has been demonstrated that the cost of maintenance is much higher than that of the National type previously adopted.

The different types of Welsbach lights have been carefully tested, and while all the chandeliers in the main reading room are equipped with the old type of vertical Welsbach, they are neither satisfactory nor economical and should be done away with as soon as possible.

The greatest saving, however, has been effected in the electric lighting. The bill for electric lights at the Central Building for the month of January has ranged as follows: 1906, \$72.92; 1907, \$89.33; 1908, \$55.95; 1909, \$64.26, and the average monthly bills for these years have been \$63.81, \$53.85, \$47.90, \$58.15. During one year, September, 1907, to September, 1908, we had the advantage of a five-cent rate due to competition, but by the adoption of a few simple devices we expect to keep the average down, even under the present increased rate. In June, 1907, a series of switches was installed to control the lights in the stacks, and the bill for the succeeding month showed a drop of \$30.00. The increased amounts for 1909 include an item for purchase of lamps not included in previous years.

The tantalum lamp, burning but 40 watts per hour, as against the 60 watts of the ordinary carbon lamp, has proved a current-saver, but it was quickly superseded by the Tungsten lamp, the epoch-making discovery in electric lighting. Two six-light clusters in the front of the lower stack room were replaced by two 100-watt Tungsten lamps. These lights burn twelve hours daily and are the only ones from which absolutely accurate figures can be obtained.

They have been in service five months to the day, and each lamp saves us \$7.80 per month over the clusters which were in use for years.

In addition to these, we have used the Meridian, the Gem and the Nernst lamp, so that the conclusions reached are from first hand knowledge. All charges to the electric equipment have been made from *petty cash* and in view of the large saving effected in current consumption, it is fair to say that all changes have been made without expense to us.

Tests of suitable glassware, photometrically adapted to the lamps used, have been made from time to time, so that we may be sure of securing the greatest possible efficiency from the current consumed.

The janitors have been very helpful in painting the interior wood work in a number of the rooms.

The building is still much crowded and we have no space for new departments of library work and indeed scarcely for new books.

As yet we are cleaning the books by hand from year to year, but hope to be able in the near future to install one of the new methods for the removal of dust by mechanical means, such as have proven very satisfactory in the John Crerar Library, as is shown in its Annual Report for 1908.

REFERENCE DEPARTMENT.

The report of the superintendent contains the following paragraphs :

"In presenting the report to the Librarian, it is always gratifying to us to be able to state that the work in this department is on the increase. The evidence of this has been shown by the number of those who have availed themselves of the library's usefulness during the past year, from the little ones who come to us in their modest little ways, asking for assistance in their first compositions, to the more advanced pupils from the various colleges, who are busy and earnest in preparing their winter paper in some more advanced course of study.

"Aside from the general circulation of the Reading Room, which is on the increase, students from the Woman's College,

the State Normal School, the Maryland College at Luther-ville, and the Hannah More Academy, have made visitations and have left much delighted with the great help given them by means of the library: Poole's Index always receiving the greatest praise. The young men of the various schools and colleges, etc., in the City have likewise made great use of the Library. Mention must be especially made of the Baltimore Polytechnic Institute.

"For several weeks, several classes from the Woman's College came down in large numbers, day and night, preparing their final papers before the closing of the scholastic year. The appearance of many of the bound volumes consulted shows what constant use they have had of late.

"To emphasize more forcibly the importance of certain days, their observance, etc., lists of current topics have been made and posted on the Bulletin Board, recently placed in the corridor. This we find has been very helpful, as it brings the public in closer contact with present events.

"In our endeavor to make our patrons more comfortable during their hours of reading and writing, certain tables in the Reading Room have been reserved for ladies. Many are much pleased with the change.

"During the winter several lectures were given under the auspices of the Municipal Art Society of Baltimore. Suggested reading lists were sent to the library, these lists containing the best books to be consulted on Roman and Grecian art, and, in every case, we were able to furnish more books on the subject than the required lists called for.

"Notwithstanding the busy year we have had, we have been able to keep up the collating. Several large lists of magazines have been sent to the binders, and have since been catalogued and placed on the shelves. With these on the shelves, we use the last available space,—it is now a matter of great thought where to place the books which will be received later.

"The new magazines recently added to the general list seem to give great satisfaction,—seldom do we have a call

for a magazine which we do not have. Our list covers quite a broad field of literature.

"In the spring, the circulation of periodicals in the Reading Room kept up remarkably well, notwithstanding the many invitations that the weather offered for out-door pleasures; in fact, the Reading Room on many afternoons had the appearance of an old fashioned winter's day. We noticed that a number of our readers have been our new neighbors, men having rooms in the Y. M. C. A. Building.

"As a proof of the assistance given our patrons, it is, perhaps, interesting and gratifying to state that in a recent prize essay contest at several schools, on 'The Landing of the Pilgrims,' our help was asked by many of the contestants, and the fortunate prize winner attributes her success to the choice of books made by one of the clerks of this department.

"President W. H. P. Faunce of Brown University, in an address delivered at Hartford Theological Seminary last spring, said the public library should be a part of the working capital of every pastor. We are fortunate enough to find a number of Baltimore pastors of the same idea as they make constant use of our facilities. One of our readers has composed the following poem, which is of sufficient merit to include in our report, and shows pleasantly how highly the writer esteems the privilege of the Library:

ENOCH PRATT FREE LIBRARY.

(Reading Room).

Amid the city's glare and heat,
A cool oasis stands,
Where oft I haste with willing feet,
And flee life's burning sands.

Here journey caravans of thought,
Whose priceless treasure yields
A glory to the souls who brought
It from Time's mines and fields.

"Full many a gem of ray serene"
Here glows with colors rare,
And flowers that else might bloom unseen,
Unfold their petals fair.

Above the windows faces gleam
 With Heaven's ambient light—
 Poets and sages, whose sweet dream
 Of life makes glad earth's night.

Here meet the human ebb and flow—
 The high and low meet here;
 The joyous step of youth and slow,
 Slow step of age, with fear.

Without, along the ivied wall,
 The sparrow chirps and sings;
 The hours pass adown Time's hall,
 As clear a church bell rings.

And silence, with a queenly grace,
 Dwells ever in this room;
 Loud discord here may find no place,
 To rankly bud and bloom.

So, to this quiet room I love
 To turn from toil and strife,
 And read the deathless songs which move
 The soul to nobler life.

GEORGE E. TACK.

"The annual revision of the periodical list has been gone over for the year 1910, and great care has been taken to replace such magazines for the Central and Branches as are not in demand by others which have been frequently called for.

"Owing to the overcrowded condition of the pamphlet boxes, we were obliged to secure one hundred more, in order to store away the numerous publications which are continually streaming in on us.

"The Reading Room of the Central Library was open every secular day of the year from 9 A. M. to 10 P. M., except during July and August, when it was closed at 9 P. M. On Sundays and holidays, except during the period from June 1 to October 1, and on Christmas Day, the Reading Room has been open from 2 to 7 P. M. The use on holidays and Sundays has been sufficient to warrant continuing such opening, except during the warm weather. There are 403 current periodicals on file. The largest circulation occurred on January 30, when 580 periodicals were used, and the smallest on

May 13, when 177 periodicals were used. The Sunday and holiday circulation varied from 40 on April 18, to 182 on December 12. One hundred and ten thousand seven hundred and nineteen magazines were used in the Reading Room during the year, as against 119,116 in the previous year. The Reading Room was open 305 secular days, 35 Sundays and 5 holidays, or 345 days in all.

BINDERY AND REPAIR SHOP.

A number of years ago the force in the bindery was made up of three clerks. The work then consisted only in mending and sewing books. From time to time various things which had been done by outside binders were taken up and done by our force. Pamphlets that had been collected for years were sewed and cased and the library was richer by hundreds of bound books, and all this before we had received any training from outside. The work was very much hampered by lack of room, as we were crowded into a corner and shared our floor space with the outside delivery and those who tag books.

Two clerks went through a training with a local book binder, in order to do up to date bindery work. Book binding, through forwarding up to finishing, has been acceptably done. All the better class work has to be sandwiched in with the regular work, and suffers, as we cannot do as much as we ought to keep it up to date. Portfolios, very large ones for maps in the Reading Room and a large number of these, too, have been turned out. We mounted on guards, sewed and cased about 93 books of music for the blind, but this needed the aid of an extra clerk for nearly a month.

In the early autumn the bindery was moved into its larger quarters, in which it is able to render more efficient service and in which there is much better opportunity to give training to applicants for positions.

The clerks at the Branches are doing much more of their repair work than formerly, which enables us to cope with the

increased number of books handled by this department, without increase in the number of clerks, although such increase will be necessary when more new Branches are erected.

The bindery department has the following record: Books mended, 74,226; books sewed, 4,563; books bound in Library, 331; books bound by outside binders, 874; books rebound by outside binders, 8,555. Of the number of books mended, 33,703 were mended at the Central Library; at Branch No. 1, 7,194; Branch No. 2, 1,756; Branch No. 3, 4,337; Branch No. 4, 3,935; Branch No. 5, 6,050; Branch No. 6, 4,339; Branch No. 7, 3,664; Branch No. 8, 3,050; Station No. 9, 1,445; Station No. 10, 935; Station No. 11, 2,185; Branch No. 12, 1,633.

Of the total number of books sewed, 1,287 were sewed at the Central Library and at the Branches as follows: Branch No. 1, 407; Branch No. 2, 417; Branch No. 3, 245; Branch No. 4, 372; Branch No. 5, 529; Branch No. 6, 581; Branch No. 7, 132; Branch No. 8, 163; Branch No. 12, 430.

CIRCULATION—CENTRAL LIBRARY.

The books on selected subjects, placed on the uppermost shelf in the delivery room showcase, show the following results: In January we circulated 522 in Religion as against 404 in 1908; in February we circulated 648 in Poetry and the Drama as against 499 in 1908; in March we circulated 635 in Biography as against 443 in 1908; in April we circulated 265 in Voyages and Travel as against 119 in 1908; in May we circulated 387 in Natural Science as against 302 in 1908; in June we circulated 142 in Law as against 55 in 1908; in July we circulated 230 in Philosophy as against 125 in 1908; in August we circulated 659 in Essays and Miscellaneous Works as against 562 in 1908; in September we circulated 417 in Applied Science and Useful Arts as against 379 in 1908; in October we circulated 630 in Fine Arts as against 458 in 1908; in November we circulated 283 in Language and Edu-

cation as against 203 in 1908; in December we circulated 182 in Medicine as against 113 in 1908.

During the year the home circulation from the Central Library amounted to 237,907 volumes, of which number 171,249 or 72 per cent. were works of fiction. In addition there were sent to schools and institutions 34,339 volumes, of which number 24,451 or 71 per cent. were works of fiction. The library was open for the circulation of books 305 days. At the Central Library, February 20 was the day of largest circulation, when 1,841 volumes were given out. The smallest circulation occurred on December 13, when 484 volumes were used. The average daily circulation was 1,138. These figures do not include reference use on Sundays.

The average circulation of each book in the Central Library was 2.08. Considerable use is made of the privilege of renewal, which is granted for books not works of fiction, that have been in the library for more than a year and are not especially withdrawn from renewal.

During the year 500 notices reserving books have been sent out. This reservation is made for a period of twenty-four hours, of all books except fiction, upon the borrower depositing two cents with the Library. A notice is then sent him, when the book is returned to the Library, and the book is kept subject to his order for twenty-four hours.

Whilst we have not taken an especial note of the number of children, I am sure that more than usual have been registered recently. Some have not been satisfied with cards drawn in one name, but have registered under two and even three. For instance, we found that one enterprising little Hebrew had registered under the name Savage, Shaivitz and Schavitz. Our greatest difficulty with these little foreigners is, that their names may be spelled in so many different ways, and they consider it perfectly legitimate to write them in every possible form.

It is very interesting, and rather displeasing, too, to notice how quickly people take advantage of strange clerks in the

Delivery Room. New clerks have been considerably annoyed by borrowers who crowd up against the glass case and insist upon having a large number of books therefrom simply for inspection.

We meet "all sorts and conditions of men" in this department. Every clerk is familiar with the patron who fusses about a charge of two cents for an over-due book, or ten cents for a re-issued card; but the Registrar was overwhelmed not long since by a woman who insisted upon paying a quarter for a renewed card, because she had "received so much benefit and pleasure from the books."

I received quite a rebuff not long since in my effort to assist a youthful foreigner in selecting a book upon birds. When I told him that I would get him something suitable, with a very superior air he informed me, "I can read any book in the English language, and anyhow, I have two cards."

The Registration Room has been vastly improved in looks by placing the card catalogue case, which has been increased to double its original size, in the centre of the room. The cards will now have sufficient room for some time to come. Reserving one side of the case for fiction has proved a decided advantage, too, as the readers of that class of books got into the way of others who are looking for technical books, etc. The drawers now are only half full, and much easier to consult, than when they were so heavy, and I notice, too, that they are not dropped so often. A great many of the fiction cards will have to be replaced, as they have become dreadfully soiled. The 1909 Bulletin, with the recently published Fiction Finding List, will relieve the strain on the cards.

The spring months as usual showed a fall in circulation. Boys especially stop drawing books and prefer out-door sports to reading. The yearly stock-taking was shifted from autumn to spring, and was begun on May 1 and completed by the end of June. In connection with stock-taking, several hundred duplicate volumes no longer needed were removed from the shelves. Some of these books have been discarded, but

most of them have been transferred to Branches, to whose readers very many of them will be entirely new.

The circulating department kept up its number of books borrowed during the summer, and would have been able to show a great increase, if we had been able to supply the demand for new publications, especially American novels. The average reader cares very little for the usual English novel.

There are a number of very satisfactory apprentices in training for positions and our chief regret in connection with them has been that some especially promising ones have not been able to wait for positions. There was some difficulty in filling the places of those absent during the summer, but the substitutes employed were of a very high average of excellence.

Considerable interest has been shown in various parts of the country in the list of Catholic books in this Library, prepared by Rev. John F. O'Donovan in 1900, and it is spoken of with high praise by William S. Merrill in an article on Catholic literature in public libraries, which appeared in the *Catholic World* for July, 1909, Vol. 89, p. 504.

From the time that the Apostle Paul gave injunction to Timothy (I Timothy IV, 13) to give attendance to reading, down to the present time, the importance of literature has been felt by all who have been fortunate enough to have appreciated the training which may come therefrom.

We have tried to remember that "when we distribute books, then, we distribute ideas, not only actual, but potential. A book has in it not only the ideas that lie on its surface, but millions of others that are tied to these by invisible chords, of which we have touched on but a few—the invisible ancestral memories of centuries ago, the forefathers of future thoughts in our older selves and our posterity of centuries hence. When we think of it, it is hard to realize that a book has not a soul." (*Library Journal*, Feb., 1909, p. 52, "Some economic features of libraries," by Arthur E. Bostwick.)

We believe that the books which we are circulating have been helpful to our readers, and that they have been better men and citizens because of their use of the Library. The vision which comes through reading was well stated by the late Dr. James H. Canfield shortly before his death: "How do I know that life is worth living, unless I learn that somebody else has found it so? Where will I find that? In a book! How shall I know that victories are to be won, unless I find the records in books? Men and women who have been successful in life are telling us of this on the printed pages. This is uplifting. A book is nothing but an individual. If you sit down with one of Howells' books, you sit down with Howells. If you have a public library, you have the best men and women of the world as neighbors."

Our effort has been to place people in contact with the best works on all subjects, and we have striven toward the aim expressed by Professor Woodberry: "Literature is a key to one's own heart; it is also a key to the lives of others; there are other ways of learning one's own nature and human nature in general, but outside of direct experience and observation, literature is the principal means of obtaining knowledge of human life. The great books of the world should be put into the hands of youth at the earliest possible time." (Appreciation of Literature.)

After all, although centuries have passed since Richard de Bury wrote his "Philobiblion," no one has better expressed the importance of reading and of books and some of his most striking paragraphs may well be here quoted:

"In books I find the dead, as if they were alive; in books, I foresee things to come; in books, warlike affairs are set forth; from books, come forth the laws of peace. All things are corrupted and decay in time; Saturn ceases not to devour the children that he generates; all the glory of the world would be buried in oblivion, unless God had provided mortals with the remedy of books. Alexander, the conqueror of the earth; Julius, the invader of Rome and of the world, who, the first

in war and arts, assumed universal empire under his single rule; faithful Fabricius and stern Cato would now have been unknown to fame, if the aid of books had been wanting. Towers have been razed to the ground; cities have been overthrown; triumphal arches have perished from decay; nor can either pope or king find any means of more easily conferring the privilege of perpetuity than by books. The book that he has made renders its author this service in return, that so long as the book survives, its author remains immortal and cannot die, as Ptolemy declares in the Prologue to his *Almagest*: 'He is not dead, he says, who has given life to science.' " (p. 161-2.)

"Moreover, since books are the aptest teachers, as the previous chapter assumes, it is fitting to bestow on them the honor and the affection that we owe to our teachers. In fine, since all men naturally desire to know, and since by means of books, we can attain the knowledge of the ancients, which is to be desired beyond all riches, what man living according to nature would not feel the desire of books?

"And although we know that swine trample pearls under foot, the wise man will not therefore be deterred from gathering the pearls that lie before him. A library of wisdom, then, is more precious than all wealth, and all things that are desirable cannot compare with it. Whoever, therefore, claims to be zealous of truth, aye even of the faith, must needs become a lover of books." (p. 168.)

"Books delight us when prosperity smiles upon us; they comfort us inseparably when fortune frowns upon us. They lend validity to human compacts, and no serious judgments are propounded without their help. Arts and sciences, all the advantages of which no mind can enumerate, consist in books. How highly must we estimate the wondrous power of books, since through them we survey the utmost bounds of the world and time, and contemplate the things that are, as well as those that are not, as it were in the mirror of eternity. In books, we climb mountains and scan the highest gulfs of the abyss;

in books, we behold the finny tribes that may not exist outside their native waters, distinguish the properties of streams and springs and of various lands; from books, we dig out gems and metals and the materials of every kind of mineral, and learn the virtues of herbs and trees and plants, and survey at will the whole progeny of Neptune, Ceres and Pluto." (p. 229. Tr. by E. C. Thomas.)

Few men can possess large collections of books, nor can any man procure all the books he desires or needs. It is the privilege of the public library to place all citizens in that inspiring contact with the great men of all ages, who have committed their thoughts to paper, of which communion Machiavelli wrote at San Casciano on December 10, 1513: "When evening falls, I go home and enter my writing room. On the threshold I put off my country habit, filthy with mud and mire, and array myself in royal courtly garments; thus worthily attired, I make my entrance into the ancient courts of the men of old, where they receive me with love and where I feed upon that food which only is my own, and for which I was born. I feel no shame in conversing with them and asking them the reason of their action. They, moved by their humanity, make answer; for four hours' space I feel no annoyance, I forget all care; poverty cannot frighten, nor death appal me. I am carried away to their society."

OUTSIDE DELIVERY.

This department of the Library does its best to bring into close contact those two departments of public education and public schools. We believe that "Increased provision for education (and the Library is second in importance only to the school as a means of education) is a sure means of helping the coming generation to a better footing than the present generation occupies, and the judgment that makes it is of all judgments the best-considered," (Dial Feb. 1, 1909, p. 70) and we have tried to put our books into all of the public

schools of the City which will use them. This effort is not confined to America, for we read that: "One of the greatest London boroughs has started the plan of placing in every school a little branch of the free library. This is a step towards creating the literary tradition in the minds of the great labouring class. If once the tradition begins, if once the necessity of literature forces itself into the sub-consciousness of the people, then the New Age will have begun. Mean streets will vanish, for the people will no longer tolerate them, and (a more important fact) mean souls will grow into something higher. Literature for the people, literature that reveals new worlds of nature, of beauty, of humanity, should be the central point of modern education. No money should be spared in securing the best teachers, the best methods of teaching. Today we have to start the literary tradition, and must not count the cost. The reward will be beyond all price, for it will be nothing less than a national renaissance." (Literature and the People. By J. E. G. de Montmorency. Contemporary Review, July, 1909, Literary Supplement No. 22, p. 6.)

Branch No. 3 shows a most decided increase in the demand from the Central. By this I do not mean that its circulation is beyond that of any other Branch, but that previously books were spasmodically called for, and now each day a number of books are sent for. The usual visitation to the schools was made, and much encouraging interest found on the part of the teachers. The registration of Gilpin, Langdon & Co. came to us in this interesting manner. One of the women employees at Hochschild, Kohn & Co. brought our method of distribution to that store to the notice of one of Gilpin, Langdon & Company's superintendents, and he, realizing the advantage of the privilege, made application for the books. The following extract from a letter to our department speaks for itself:— "I am more than pleased with the success of my experiment. All of the girls have read at least one book, while some of them have taken two, and all display much enthusiasm over their reading."

Our Sunday Schools are, as they always have been, one of the most successful features of our work. Recently one Sunday School made a special request for a book to help a beginner in German.

One hundred and forty-five books were sent through the mails to blind persons during the year.

The usual interesting annual report of Mr. Charles R. Ditman, the Librarian of the Harford Ave. M. E. Sunday School, was as follows: Number of books received, 1402; number of books distributed, 847; as follows: Prose Fiction, 403; Juvenile Fiction, 374; Essays, 19; Biography, 20; History and Travel, 13; Biology, 11; Sociology, 4; Religious Works, 3. Number using Library, 65; average distribution to each person, 13. Number of Sundays in operation, 27. We regret that Mr. Ditman's resignation deprives us of his further assistance.

Annual stock-taking at the Branches and Stations was carried on by this Department in May and June.

During the summer we had the patronage of three Playgrounds, after a suspension of a year.

During the autumn the schools were revisited. We could accomplish much more with the schools, were not the teachers so completely occupied with the work of the class-room.

Words of appreciation are received from time to time from some of the institutions to which we send books, for example, from a Public School teacher we received the following letter: "I want to thank you for the fine assortment of books in our last delivery. I assure you it was a great pleasure to find some new and good books in the case again. Your selections were admirable, and if you had seen the way the girls snapped them up, I am sure you would have been as pleased as I was." From another, we are in receipt of these expressions of praise: "In regard to the using of Pratt Library books in our classroom, I cannot talk too strongly in their favor. My little ones are delighted when they know a new case has arrived. If you could hear them talk about the pic-

tures, and know what beautiful thoughts they have gained, you would feel repaid. Later, when they can read the little stories in these books, we occasionally have different children tell the stories they have read, thus getting some good language work." Another writes, "Parents have not the opportunity to keep in touch with the best books, even where they have the wish, or the means, to do so. Women have thanked me for cultivating the habit of a wise selection of books, in the children,—and some children, who have gone from school to 'fend for themselves,' have said they could never be sufficiently grateful for having been taught what to read." From a Vice-principal, a fourth testimonial has been received: "There are many ways in which the Enoch Pratt books are a help to the children in our schools. The mere handling of many books is education in itself. Children thus get a general and broad view of the great world of books. They become acquainted with many authors, and with various styles of literature. With proper guidance, children easily develop a taste for helpful books. The good resulting from a wise and judicious use of such books cannot be overestimated."

BRANCHES IN GENERAL.

We are adding considerably to our number of Branch Libraries, through the opportunities opened to us by Mr. Carnegie's gift, and thus are approaching closer to the original purpose with which the Library was founded, namely—the supply of books to every part of the City. Last year we had eight Branches and four Stations in operation. During the year, we have converted one Station into a Branch and we have built a new Branch Library, while plans for two other Branches have been prepared, and it is expected that before the close of the coming year, there will be twelve Branch Libraries and two Stations. The interest of the public in the system and in its growth is proved in many ways, such as for example, the publication of the location of the Library

Buildings and the proper street car routes to reach them in the *Trolley News* of the United Railways and Electric Company. We must not forget, however, that the buildings which had been erected in previous years have certain important needs which we are not meeting at present, owing to lack of funds. The great needs of the older Branches are fourfold:

1. Such alterations in the internal construction as shall transform them into safeguarded open shelf libraries.

2. The purchase of a typewriter for each Branch with which the Custodians can prepare needed lists.

3. The installation of a telephone which shall give prompter communication to the Central Library, and shall enable patrons to call up the Branches.

4. The completion of the card catalogues of the Branches. Inasmuch as the expense of printing the Branch Library Finding List makes it unlikely that we shall be able to issue another such index to the collections at the Branches, we ought to be able to push through, without delay, the completion of this important work, and yet it costs so much that I see no likelihood of being able to accomplish it in the near future. It is, however, of very pressing importance, and should be taken up and completed at the earliest possible moment.

We ought to be able to purchase a large number of books for the Branches, but our funds are too meagre to enable us to meet the needs. The City makes a special appropriation of \$1,500 for the purchase of books for the seven first established Branch Libraries, but this amount, allowing a little over \$200 for each Library, is more than swallowed up by the demands of replacements, and the City appropriation for the maintenance of Branches 8 and 12, with the utmost economy, allows the expenditure for books of scarcely more than the sum named above for the first seven libraries. Anything more than this must be taken from the already overburdened annuity. If we had sufficient funds to purchase more largely for Branches, it would be possible for us very largely to increase

our circulation and to render very much better service to the public.

We have been able to purchase a new encyclopaedia for each Branch which has proved a great help in reference work, and have installed a cabinet for the growing card catalogue at each Branch.

At the various Branches the Custodians and assistants are busily engaged in the endeavor to ascertain more completely than hitherto, the contents of the various books upon their shelves, so as to be able to recommend them more intelligently to the patrons. This work is bound to be of great value to all of us.

During the year water closets for the use of the janitors have been placed in the cellars of Branches 1 to 5, and new and improved gas lights have been placed in Branches 3, 4 and 5. These inverted lights are now installed in all of the older Branches and are proving very satisfactory.

We have found that marking the backs of books with ink, where possible, instead of tagging them, is very advantageous; both in saving the time of the staff, in preventing the damage to the books formerly caused by removal and replacement of tags, in greater legibility of call numbers of books on the shelves, and in facilitating the examination of the books during stock-taking.

The collation and preparation of magazines to be bound for the Branches has been transferred from the Reference Department of the Central Library to the respective Branch Libraries during the year. This change not only assists in expediting the work at the Central Library; but also serves as a review, refreshing the memory of the Branch Library clerks, and aiding in their reference work.

BRANCH NO. 1—FREMONT AND PITCHER STREETS.

In the reading room, 11,417 magazines and 6,392 books were used. The home circulation amounted to 43,581, of which number 34,154, or 78 per cent., were works of fiction.

The total circulation amounted to 49,973, and the average circulation of each book was 3.02. The Branch in addition, circulated 1015 through delivery from the Central Library. The highest circulation, 323 volumes, occurred February 27; and the lowest, 68 volumes, occurred December 23. The average circulation was 163.

The need of safeguarded access to the shelves has been so felt by the Custodian that she reports: "We must in some way arrange our books so that the public have access to them. I recommend that the present delivery room and reading room be thrown into one, the counter removed, the books placed around the walls, and a desk placed near the entrance. If the presence of a person in authority were felt immediately upon entering the building, persons would readily be prevented from disturbing the quiet, which ought to prevail in a library. The periodicals should be so placed as to be in easy reach of the clerk sitting at a desk near the entrance. Nowadays, the crowd, and many times it is a crowd of clamorous children, must stand in the reading room, annoying the readers who are already only too conscious of the crowd in the Delivery Room. In the morning, when there is only one clerk in charge, it seems to me that she could attend to patrons, either in reading room or delivery room, to better advantage, if she were at a desk placed as before mentioned.

At this Branch, notices in the morning papers on current topics have been cut out and placed on the black board with lists of books suitable for reading in connection with the topics treated in the clipping. Lists of books suitable for children have also been prepared as well as lists of important articles in new magazines. These lists can be very much more satisfactorily prepared, when we shall be able to place a typewriter in each Branch.

Our reference work has been interesting. Helping the little people, who are our most numerous questioners, does not always mean a large number of reference books, but it is unquestionably help which is appreciated and which smooths

the wrinkles out of many a puzzled brow. In order to satisfy the constant demand for some means of finding what books were in the Branch, lists of books, arranged alphabetically according to author, have been written.

Our Library of Congress shelf list is going to be a splendid thing. It will, to a certain extent, act as a subject catalogue. The A. L. A. Bookbuying Committee's list of fiction is used to advantage. We placed Branch numbers on one side, in red ink, and Central numbers on the other, in black ink.

BRANCH NO. 2—CALHOUN AND HOLLINS STREETS.

In the reading room 16,236 magazines and 12,232 books were used. The home circulation amounted to 46,804 volumes of which number 38,592, or 82 per cent., were works of fiction.

The total circulation amounted to 59,036, and the average circulation of each book was 3.83. The Branch in addition, circulated 933 books through delivery from the Central Library. The highest circulation, 430 volumes, occurred February 20; and the lowest, 95 volumes, occurred June 24. The average circulation was 193 volumes.

The decrease in the home circulation at this Branch is partly accounted for by the fact that many men have had employment in the past year who were idle in the previous one. There are men, who, last year, were constant patrons of the Library, getting two and sometimes three books every other day, who now have left their cards with us, as they now do not have the time for reading, and while we deplore the loss in circulation, we feel glad that there is this cause for it. To offset the decrease in home circulation, our reference work has been unusually good. The teachers in some of the schools have been giving their classes subjects for debates, based on American history, which has caused much friendly rivalry between the girls and boys, to whom are given the opposite sides of the questions. Another cause for the diminution in *the* circulation is that some of our most constant patrons have

removed from our part of the town into the suburbs, and so either patronize other Branches, or come less frequently to this Library. The posting of lists on the bulletin board has been an important feature of the work and another important feature here, as elsewhere, is the selection of books for our readers, many of whom do not care to make their own selection.

We are able to assist all sorts of persons in innumerable ways, for example, the manager of a moving picture establishment came in to read up about certain notables, on whom he intended to deliver a lecture in connection with the pictures. He found what he wanted, and seemed satisfied.

Some of the Sunday School teachers of a nearby church, have been taking a course in their special work, and propose making lists of books in the Branch, suitable for the different classes, and posting them in the lecture room of the church, hoping by this means to interest the children in the books at the Library, and also to lead them to the love of reading good literature.

We have had some new books sent to us, and the public seem to appreciate them, as new books, with some of our patrons, are a desideratum; but, generally, we find that we can satisfy the demands of most borrowers by an interesting book, even if not quite so new. There has been an unusual demand for Dickens' works this winter, those who read them are not only grown people, but also younger ones. Boys especially, seem interested in his stories. Scott's works have also been in demand, and the present tendency seems to be more in favor of the standard authors. If we can get a boy interested in the works of a certain writer, we can almost with certainty depend upon having a request from other boys for the same book, as the first boy recommends to others what books he has found interesting. We have not yet felt the loss of printed catalogues, as we still have one or two that are fit to use, and we hope, before we realize the need of them, that our Branch may be arranged on the open shelf system.

BRANCH NO. 3—LIGHT AND GITTINGS STREETS.

In the reading room 11,441 magazines were used and 6,426 books. The home circulation amounted to 37,046 volumes, of which 29,899, or 81 per cent., were works of fiction.

The total circulation amounted to 43,472, and the average circulation of each book was 3.42. The Branch circulated 1,105 books through delivery from the Central Library. The highest circulation, 257, occurred February 24; and the lowest, 69, occurred August 10. The average circulation was 142 volumes.

A new Custodian took charge of this Branch at the beginning of the year, and has been quite successful in its management. She reports: "Our home circulation decreased somewhat, but this is owing mostly to the need of new fiction at our Branch. Our patrons are continually calling for new fiction. Quite frequently persons tell us they do not want books on their cards, as they are going to the Central Library for something new. As we are called on to make quite a number of selections at our Branch, we succeed in circulating some of the books not called for frequently, but which are very good literature. While there are still quite a number of calls for fairy tales, it is interesting to find a large number of boys and girls call for history and travels.

Our reference work has increased considerably. There are several schools nearby and we are kept both busy and interested, helping the boys and girls.

During the summer the adult borrowers seemed to be held better than the children, but there are far too few grown persons who hold borrowers' cards, or who make use of the reading room. Some foreigners in the neighborhood have registered in order that they may draw books in their native languages from the Central Library.

The children are very amusing as well as interesting. Several times they have asked for a "Sixtificate" when they wanted an application blank. Some of the boys who are

fond of reading fairy tales, will ask for a good book of history or a war story, when they are told the fairy stories are out.

We have recently organized a literary club for girls, in which we wish to cultivate the taste for good and helpful reading. In one of our meetings, there were fourteen members present, and we hope to make quite a success of our club.

BRANCH NO. 4—CANTON AND O'DONNELL STREETS.

In the reading room 9,175 magazines and 3,310 books were used. The home circulation amounted to 28,710 volumes, of which number 21,223, or 74 per cent., were works of fiction.

The total circulation amounted to 32,020, and the average circulation of each book was 2.51. The Branch' circulated in addition 788 books through delivery from the Central Library. The highest circulation, 201, occurred January 4; and the smallest, 38 volumes, occurred May 12. The average circulation was 104.

A slight decrease in the circulation at this Branch in the early part of the year was attributed to the opening of a Picture Hall in the neighborhood. Another reason for this decrease is that we have had to turn away a very rough set of boys, who came for nothing else but to annoy us and the readers. Since their dismissal we have had better order and a much better class of reading done in the reading room. A third reason for the decrease is that we have had such poor light in our library, and particularly in the reading room, that many have been kept away from this cause. Now we are happy in having a well lighted building and it is hoped when it is generally known, we will have a fuller reading room. We encourage the little folks to come in the afternoons, so as to make room for larger children and adults in the evenings. The new lights installed in May have been a great improvement to the inside of the library, and we sincerely hope that the outside will be improved before very long, as the building is badly in need of the protection of a fence around the plot of ground surrounding the building.

Everything is being done that is in our power to increase the usefulness of the Library in this neighborhood, and I think it is more appreciated by the people of Canton than ever before. In the summer many of our borrowers leave the City to work on farms, but it is noticeable that they look us up in the fall of the year. The registration has kept up well.

The cabinet of curiosities was catalogued and each article numbered.

We have to select so many books for adults who send their children, it is quite trying at times to know what to send.

Few persons have ever left our Branch, when desiring some special reference, without receiving the necessary help.

BRANCH NO. 5—BROADWAY AND MILLER STREET.

In the reading room 7,688 magazines and 6,676 books were used. The home circulation amounted to 42,104, of which number 34,705 volumes, or 82 per cent., were works of fiction.

The total circulation amounted to 48,780, and the average circulation of each book was 3.23. The Branch, in addition, circulated 439 books through delivery from the Central Library. The highest circulation, 306 volumes, occurred February 20; the lowest, 72 volumes, occurred May 21. The average circulation was 159 volumes.

I regret to say that the circulation at this Branch has diminished recently. The Custodian reports that one of the principal reasons for the decrease is that we are not able to buy enough new books. I believe that if we were able to call to the people's attention more completely our present stock of books, it would cause many of these to be circulated.

Considerable use has been made of the Branch by members of the graduating class of the Eastern High School in looking up subjects given them for essays.

The garden in the rear of this Branch is extremely attractive.

The new inverted globes have given us a brilliant illumination, and will also save in the gas bill.

The reading clubs of girls and boys, which have been started, have kept up very well. We endeavor to instruct as well as entertain them.

BRANCH NO. 6—ST. PAUL STREET ABOVE TWENTY-FIFTH.

In the reading room, 23,733 magazines and 8,783 books were used. The home circulation amounted to 33,185, of which number 27,163, or 82 per cent., were works of fiction.

The total circulation amounted to 41,968 and the average circulation of each book was 3.38. The Branch, in addition, circulated 1,472 books through delivery from the Central Library. The highest circulation, 251, occurred January 25, and the lowest, 58, occurred December 24. The average circulation was 137 volumes.

The most important matter which has come to my notice, and one which I regret very much to report, is the decrease in the home circulation. I can think of no remedy for this decrease, except by having more good modern fiction for which all our adult patrons are asking. When you consider, however, that the adult public at Branch No. 6 is made up almost entirely of well educated people, who not only have read many of the old standard books, but also have them in their own libraries at home, you will realize the difficulty. Even if they have not read all of the old standard fiction, men and women now-a-days want to read the new books that are being talked about, and it is when they are new that they want them and not after they have been published two or three years. A young lady who came in one day said, as she returned her book, "If there is nothing new in, I do not want anything." There was nothing new in, and, even though I showed her a number of books, she did not select one. This is what happens time and time again. I can call to mind quite a number of well-educated people who have stopped coming one by one,

through no fault of ours, for we have tried our best to help them, and have stopped simply because, as they said, they never could get what they wanted. I know, of course, that new books cost money, and that the lack of new books is caused principally by the lack of money, but it is very disheartening when someone who has just joined the Library, asks how to find the new books, to show them, but at the same time have to say that there are not any of them in and then try to find some old book that they have not read, or one that they are willing to re-read. Our few new books never get on the shelves. They go out again almost as soon as they come in. All of the public, however, are not as unreasonable as an old Irish woman, who was very much aggrieved that we had no new book by "Walter Scott."

Open shelves would be a great help towards getting the people to use the books we have, for there are numbers of books on our shelves which do not seem attractive to the public when selecting their books from the catalogue, which, however, would attract them and which they would enjoy reading if they actually saw the books. I have been allowing some few persons to come back to the shelves and select their own books; but, of course, as the library is arranged at present, I cannot do this to any great extent.

This Branch Library has been able to be of service not only to the teachers and children in the public schools, but also to faculty and students of the Woman's College. One of the Woman's College students that we have been able to help especially this year is a blind girl whom we allowed the use of the office, instead of the reading room, when she had reference work to do, since it not only made her conspicuous to use the reading room, but as some one had to read aloud to her, it disturbed the other readers. She is a bright girl and stands high in her classes, and says that she cannot tell us just how much it meant to her to be able to use the library.

The reference work has been large, students from the Woman's College and school children often making more use of the reference room than of the circulating department, and as order in the building has been unusually good, it has been a great help to this work. Some of the boys say that it isn't fun any more to come to Branch No. 6, but since the library is not a place of amusement in that sense of the word, and since they still come, when they want help with their lessons or want to read, we are not worried.

Our bindery work is much reduced, partly, I suppose, on account of the decrease in circulation, but also partly on account of the fact that the books are kept in better condition.

The card catalogue for collected biography is slowly nearing completion and, as that catalogue is much more needed than the one we are making for collected poetry, we have spent all of the time we could on it, and have not added any cards to the catalogue for poetry.

It was a disappointment to us not to have our walls frescoed this year. We try to minimize the gloom from the dingy walls by keeping the building orderly, brass and windows bright, and flowers and plants around the building, for we feel that a gloomy building will unconsciously make people feel that there is a lack of interest taken in all branches of the library work.

I wish it were possible for the public to share more of the pleasure our garden gives us. The garden furnishes flowers for the building all summer, which are much enjoyed, but I wish they could see more of the garden itself. Next year, especially in the spring, I expect to have a profusion of flowers, for, through the kindness of a friend who gave me over three hundred flowering bulbs to start with, I have at last gotten my long desired hardy border, and we ought to have flowers in bloom in it constantly from March to November. I have made the border on the north side of the building, where it can be seen from the delivery room windows, so I hope our borrowers will share at least a little of the pleasure it will give.

BRANCH NO. 7—FALLS ROAD, WOODBERRY AND HAMPDEN.

In the reading room, 9,711 magazines and 1,219 books were used. The home circulation amounted to 17,411, of which 13,784, or 79 per cent., were works of fiction.

The total circulation amounted to 18,630, and the average circulation of each book was 2.33. The Branch in addition, circulated 766 books through delivery from the Central Library. The highest circulation, 121, occurred April 10; and the smallest, 19, occurred June 23. The average circulation was 61.

The Custodian reports that "Owing to a bowling alley, pool room and moving picture show which have recently been opened in the neighborhood, quite a number of our readers and patrons have deserted the Branch in the evenings, finding these amusements more attractive. The last of the above mentioned places, is crowded to the doors by the children, as well as the grown folks, in the vicinity of Branch No. 7. Our circulation naturally has suffered to some extent, many books being returned and the cards left with us, some saying the Library had no late books, and they had read all the old ones. One small boy handed in his card and gave as his excuse for not wanting a book, that his mother was very busy house-cleaning and that he was compelled to help her.

The Custodian also reports the considerable use of this Library by children to obtain books suitable for anniversaries celebrated by the schools. It is pleasant to see evidences that the Library is valued, such as the distress of one woman upon losing her card, lest she might have to "stop the course," meaning the use of the Library, and such as the query made by others, if there is any charge for using the City Directory.

Considerable inconvenience occurred through the storm of March 4, as it prevented us from having the use of electric lights for nearly a week, during which time books had to be found by the aid of a candle, while the gas served to light the delivery and reading rooms.

The interior of the building is much in need of being frescoed, the walls never having been painted since the Library was opened in 1900.

The yard looked very well during the summer, through the care and attention of the janitor, who raised not only flowers, but also vegetables.

The first of October it was decided to allow safeguarded access to the shelves at this Branch from 9 A. M. to 6 P. M. Notices of this fact were sent to the teachers in the neighboring schools, the managers of the mills, and the pastors of the churches, and a considerable interest on the part of our patrons was shown. The success of this safeguarded access to the shelves was such that in December the counter was rearranged and the schedule of the employees of the Branch adjusted so as to be able to grant such admission in the evening. The books were re-arranged on the ribbon system, and those especially adapted for younger people were placed together. The room on the north side of the Library was fitted up as an office and workroom, and we are hopeful of great progress at this Branch in the next year.

We are trying to influence our boys and girls to become interested in good literature, organizing reading clubs, one for boys and one for girls, their ages ranging from ten to twelve years. We started the Sunshine Reading Club with seventeen little girls to meet every Friday at 4 o'clock. Each week since has brought two or three new members, until we have reached the limit, twenty-nine now being enrolled, while two have left their names on a waiting list. While the boys started with only five, they now number eighteen, and meet every Wednesday afternoon from 4 until 5; they are interested in Indian stories, particularly the noted Indian chiefs. After voting on names appropriate for the club, they decided to call themselves the "Ompatonga Club."

BRANCH NO. 8—WALBROOK.

In the reading room, 6,789 magazines and 1,229 books were used. The home circulation amounted to 15,492, of which number 12,835, or 83 per cent., were works of fiction.

The total circulation amounted to 16,721, and the average circulation of each book was 4.79. The Branch in addition circulated 2,123 through delivery from the Central Library. The highest circulation, 110, occurred February 13; and the smallest, 17, occurred December 13. The average circulation was 54 volumes.

At this Branch the circulation shows a marked increase over last year's work, but as yet it has by no means reached the standard that I should like to see. The reason for this is, I am sure, because of the limited amount of fiction. Here as elsewhere the demand is great for late fiction. All the juvenile books of a miscellaneous character, that the children ought to read, have been placed in the south room of this building, arranged ribbon fashion, just as the books in the large room, and I find many of the miscellaneous ones have been selected by the children, that were not taken out by them, when these books were in the other room. A table has also been placed in this room for the children, or for readers that do not care to read in the large room. The children take the greatest delight and pleasure in selecting their books from this room, and the plan of having the juvenile books confined to one room seems a very good one. The children know exactly where their books are placed, and it gives more space in the larger room for the older ones to select their books; but on the other hand, older persons are not restricted from this room in any way; all having the same privilege of using both rooms.

The trees surrounding this Branch were trimmed a few months ago, which is a great improvement. The new Central Library Fiction Finding List has been greatly appreciated by the patrons of Branch No. 8, for quite often only one knows the title of a book, and, under the new arrangement, it is much easier for the public to find the books desired. A much needed improvement at this Branch will be the charging and returning desk at the door. The installation of this desk, we have been forced to postpone until we have more funds.

At the annual stock-taking one book was found missing—a remarkable record, considering the fact that this is an open shelf library.

There is a splendid collection of non-fiction at this Branch, and various remarks from our patrons show that it is greatly appreciated. One young student from the Woman's College has been most profuse in her appreciation, remarking that all reference work that she has needed while a student at the College has been found at this Branch; and the great feature of it has been, she has had no trouble in locating just what she needed, owing to our open shelf system.

Not having a room for reading club work, I propose in the spring to do work along this line on the lawn, having plenty of ground to conduct just such work there.

STATION NO. 9—LOCUST POINT.

In the reading room, 4,088 magazines and 1,075 books were used. The home circulation amounted to 8,251, of which 7,356, or 89 per cent., were works of fiction.

The total circulation amounted to 9,326 volumes, in addition to which 2,011 volumes were circulated through delivery from the Central Library. The highest circulation, 77 volumes, occurred February 26; and the lowest, 7, occurred June 16. The average circulation was 30 volumes.

The increase in the circulation at this Station has been most gratifying, and impresses upon us in a lively manner the need of a Branch Library on Locust Point.

The Custodian reports that "There has been a better class of reading taken in the past months. The stock of fairy tales is very low and children do not care for books that are "all one story" and that do not "talk a lot." So I have been telling them about stories of famous children, histories of great men, animals and bird stories, etc., and I find that it works wonders in training the young folks to like books other than fairy tales and fiction. At first they objected and said they would rather wait until the books they wanted came back, but

I tell them to try the other kind of books and if they do not like them to bring them back the next day. They go, half displeased and wholly determined to "come back tomorrow and get something worth reading; she can't fool me,"—but do not come back, until the offending book has been read and then, usually, with the request for something similar.

The Library continues to be frequented principally by young people, especially school children. There has been some demand for books on plumbing, astronomy, law, etc. If these books were on the Station shelves, they would, I think, be more frequently used, as most people object to waiting until such a book comes from Central.

There is still the difficulty of getting older persons to patronize the Library, as there is usually some noise in the room, making it difficult to read. The older people who borrow books for home reading are impatiently awaiting the promised new books.

The greatest difficulty with which we have to contend is the scarcity of books at the Station. The people are constantly complaining, although a great many books are sent here from the Central every day. In spite of this deficiency, the home circulation has increased and it is gratifying to note that the residents of Locust Point are recognizing more and more the usefulness of the Library. I have quite a number of City College boys, who have been coming here constantly during the past three or four months, and using encyclopedias and histories that have previously seemed fairly rooted to the shelves, so seldom were they disturbed. Cards have been brought to me lately, which had not been used for months, and recently a German came, who had not used his card for two years: "Because," he said, "I did not know that I could get German books from the Library, until mein Sohn told me that the Library lady had been getting them for him." This man has since been one of my most faithful patrons, simply because he can get German books, as English books do not interest him as do those of his own language.

The needs of this portion of our City, however, are in a fair way to be met, for on June 16, the Baltimore and Ohio Railroad Company offered to give us a lot 90 feet square at the northwest corner of Towson and Beason streets. This lot was accepted gladly by the Board of Trustees and, the title having been approved by the City Solicitor's office, a deed to the Mayor and City Council was given by the Railroad Company on December 8. Plans for a building have been drawn by Mr. Jos. Evans Sperry, and it is hoped that the construction will speedily begin, so that the Library may be open in the course of the year 1910.

We have been much indebted to the Locust Point Social Settlement during a number of years for their generous hospitality in giving us quarters in their building. By the erection of the new Branch, we shall meet the needs of South Baltimore for Library buildings, with which this section of the City will be the first to be adequately provided.

A number of new books recently sent to Station 9 has greatly added to the interest taken in the Library by the people of Locust Point. The children especially are pleased with the books sent "just for them," and it is good to see them pleased.

STATION NO. 10—GAY AND MOTT STREETS.

In the Reading Room, 9,983 magazines and 1,905 books were used. The home circulation amounted to 9,761, of which number 8,102, or 83 per cent., were works of fiction.

The total circulation amounted to 11,666 volumes, in addition to which 884 books were circulated through delivery from the Central Library. The highest circulation, 74 volumes, occurred May 10, and the lowest, 10, occurred on March 4. The average circulation was 38 volumes.

Our lives of Washington and Lincoln, also histories of Maryland, Greece and Rome have been in great demand. One of our patrons is reading Dickens and Bulwer for the second time, as she says that there is nothing written now half so interesting. But the majority of grown people want new

books, while the children are still carried away with fairy tales. Large girls will ask for them and if there are none in, will ask for a "love story" instead. One little girl came in and asked for "Wash Babies" for herself, and upon asking if she meant Kingsley's "Water Babies," said yes, but didn't seem to see that there was any difference. It seems that the word "*application*" is a hard one for the children to master, for they will ask for most anything from "multiplication table" to "inauguration tickets." They seem to think that any word, just so it is a long one, will answer.

In the latter part of the year, a large number of old books which were not used were returned to the Central Library, and others were sent us in their place. The new ones certainly have been appreciated by the borrowers and quite a number of grown people, who have not been to the Library for some time, came back upon hearing that we had new books. Before the new books were placed on the shelves, all the old ones were taken off and dusted, and the shelves washed before putting them back. We are getting along nicely with our club, or reading circle, which we just started. We have ten members so far, and they are all girls.

STATION NO. 11—1204 EAST BALTIMORE STREET.

In the reading room, 10,504 magazines and 6,586 books were used. The home circulation amounted to 17,141 volumes, of which number 13,020, or 76 per cent., were works of fiction.

The total circulation amounted to 23,727 volumes, in addition to which 2,798 books were circulated through delivery from the Central Library. The highest circulation, 179 volumes, occurred on February 8, and the lowest, 13, occurred August 20. The average circulation was 77 volumes.

At the close of this year, we completed the five-year period for which the Maccabeans and Daughters in Israel agreed to make generous contribution toward the maintenance of this

Station. We were fortunately able, just before the close of the year, to make arrangements, whereby we leased three rooms on the ground floor of 1119 East Baltimore street during the year 1910. These rooms are even better than those we previously occupied, and are almost directly across the street from them. We are greatly indebted to the two societies whose assistance made it possible to open this Station, and trust to have their continued interest in the new location.

The Library met a serious loss in the resignation of the Custodian of this Station in September to accept the position of truant officer of the School Board at a greatly increased salary. We were fortunate in being able to replace her with a very competent member of our staff; but, of course, have not been able to secure anyone with the wide linguistic knowledge of the former Custodian, and we shall long feel the loss of the devoted, faithful and efficient services of the woman under whom the work of this Station was organized.

The good work accomplished here is one of the most encouraging parts of the activity of the Library, and it is a continual source of regret that we have not been able to secure a site in the neighborhood for the erection of a Branch Library to carry on the work. I believe that no part of the Library's work is more useful to the city, and the steady increase of the circulation of the few books we have been able to place in the inadequate quarters of this Station is most gratifying.

From the reports of the former Custodian of the Station, the following paragraphs are taken:

"The last months have been very busy months at Station 11, What we have on our shelves here has been constantly changing hands. I doubt if there was one book left that did not go out at some time.

"But the more busy we are, the more our limitations at Station 11 are brought home to us. I know I have been telling the same story for years, but there is no choice left me today, but to begin all over again. In doing so, however,

I am but following the parable of the poor widow and the judge. The poor widow importuned the judge for justice so persistently that the judge had to give in to her just to be left in peace. . I must, therefore, begin all over again to tell of the many drawbacks that Station 11 is laboring under. The main drawback is the lack of many of the books called for; the second in importance just at present is the lack of catalogues of those that are here. The few catalogues that we have do not contain one-half of the books on the shelves, and even these, of which only two are left, are so worn out that they have become useless.

"Picture to yourself the situation of supplying such a ravenous reading public as that of Station 11 with reading and studying material without even the help of a catalogue! It is the usual thing here to be requested to 'give me that brown covered book with 'All Aboard' in it,' or, 'the black book with the funny story of Topsy in it,' or 'the book with the red back where it tells you that tigers are cats, too,' or, 'the tiny little book where it tells you all about Abraham, Isaac and Jacob,' and so on without end! I must therefore make a very earnest plea for either a card catalogue or *some sort* of a catalogue that will help the patrons and at the same time will relieve the strain on the guessing faculties of its Custodian. If new catalogues be given, I would suggest that the juvenile books be put separate. This would remove the possibility of the children making out lists of the most impossible books, which, if given to them, would defeat the purposes of the Library entirely; for they would learn absolutely nothing from them and would only waste their valuable time. The children around here have no time to waste, for many of them leave to go to work long before they can graduate from the grammar schools. From this you can judge how very important it is to place at Station 11, for the use of this particular class of patrons, all the books that will tend to supply the deficiencies resultant on leaving school so early. If you will examine the monthly statistics you will note the

great increase in the percentage of miscellaneous reading done by the young people of this neighborhood. The scarcity of books which are needed *particularly at Station 11* is becoming more and more of a problem. We have reached the point now where we have nothing to substitute, no matter how inadequate the substitutes may be, in place of the book asked for. A history of America is distinguished from any other by dubbing it *red*, as for example, 'Please give me the red history of America.' And if a 'red' one does not happen to be in, and I have to substitute whatever *color* happens to be in, it is taken home, only after many assurances by the 'teacher' that it will be just as good, but not with the same confidence as the well-known 'red' one would inspire. I consider it our, the Library's fault, if we allow our patrons to remain ignorant of the names of authors and their works for the lack of a catalogue. The new Encyclopedia Americana is proving itself of great value to young and old among Station eleven's patrons. It is nothing unusual for some of the young men to spend a whole evening reading some volume or other of it.

"Part of my time just at present is taken up with listening to numbers of little students and big students give accounts of how they passed their examinations at the different schools, and giving the 'library' approval, so to speak. They seem to think that, since the Library does so much for them in the way of help with books of reference, etc., the 'Library' is entitled and is surely interested to know just what they have accomplished. And so we are, God bless them!"

"I am almost afraid to begin again to recount all the needs of Station 11, and to assure you of all it could accomplish with these very needs supplied, but I will have to add one more earnest plea to the number that have gone before, in behalf of Station 11 and its patrons, accompanied with the hope that this time the Library authorities will see their way clear to fulfil all of the hopes the people of this section of the City have placed on the coming season. The prospect of a very busy fall and winter is quite assured, to judge from the

number of young men and young women, boys and girls, and old people that have become card holders, and who have already confided to me the line of study and reading they expect to follow, and for which they at the same time bespoke my special assistance, which was most willingly promised. Every additional year of my work here has proven to me more conclusively than the last, how much good could be done here in this particular field where Station 11 is located, with the establishment of reading circles among the young men and young women, boys and girls, and last but not least our *youngest* borrowers. That would be truly working hand in hand with the schools, and it might be the means of curing some of the truancy practiced so extensively among the children of this section. When I think what splendid work could be accomplished here by the Library, I cannot help but say, in the absence of a new Branch, secure room enough to carry on as much of the work that this locality requires, as possible. It would be well to consider, when the time of selection of new quarters for Station 11 will come, that this Station must have all the necessary books, an adequate catalogue, and a proper reading room where its patrons could do some of their reference work and reading, and which could be used also for the 'Reading Circle' meetings. Many requests have come to me all through the summer for the continuation of this 'Reading Circle' from young men and women both. It seems to me it would be like throwing away an opportunity given the library to exert its powers of exceptional good, not to take it up and make the most of it. That is the one phase of the Library's work *among the people of Station 11* which tells the most, for we have an opportunity to teach the half acclimatized foreigner to think American thoughts and so become Americans in spirit, which is of more benefit to them, and in the end to the people among whom they are destined to live, than all other means used to Americanize foreigners put together.

"And so I must end with the old refrain, 'Carthage must be destroyed,' which, when adapted to our present needs, simply

means, transform Station 11 into a modern and useful Branch, equipped for all the work that the new conditions of the present time demand, and the result can only be a great uplift, not only to individuals, but to the whole of East Baltimore."

The new Custodian of the Station reports:

"I find there are the same wants here as at the other Stations. The boys call for foot ball and base ball stories, the girls for college stories and the younger children for fairy tales. We have very few books on these subjects. It is wonderful how the miscellaneous books are read at this Station. Some of the older girls have said it is a waste of time to read fiction and there is not much to learn from reading it, therefore they want to read books that will teach them something. Our borrowers are for learning all they can from books, and do not read for the mere fact of reading. Of late our foreign books are very seldom called for, due to the fact that we have so few and those have been read and re-read. Another reason is that some society within a square of us has started to circulate foreign books and our borrowers, having read all ours, have left us and now draw books there.

"The reference books are a great help to the children with their school work. Most of our older girls and boys belong to some club and the Station is of great help to them in getting notes for their debates. There is also a large circulation of books from the outside delivery.

"Our magazines are read and re-read and the boys wait each week for the new ones to come down to finish their continued stories."

BRANCH NO. 12—BARRE AND ST. PETER STREETS.

In the reading room, 1,868 magazines and 1,522 books were used. The home circulation amounted to 25,232 volumes, of which number 20,390, or 81 per cent., were works of fiction.

The total circulation amounted to 26,754 volumes, in addition to which 2,391 books were circulated through delivery from Central Library. The average circulation of each book

was 6.7. The highest circulation, 235 volumes, occurred June 9 and the lowest, 17, occurred on February 1. The average circulation was 87 volumes.

During the early part of the year the people of the neighborhood patiently awaited the opening of the new building. The books previously sent to the Station were carefully examined and recatalogued. The increase in the circulation at the Station was marked, and the report of the Custodian for the first part of the year shows clearly the good work that was being done there with cramped accommodations. From her report, the following paragraphs are taken:

"The older people depend entirely upon us for selection; when they bring a book in they want another just as good. They frequently ask for the very latest books, which, of course, it is impossible to give. The children prefer finding their own books. Fairy tales are called for, and if there are none on the shelf, often they want to leave their cards; but after a little persuasion they will take books suitable for their mother or father to read. The children often help each other to select their books. I notice this more especially among the boys. Maybe they have just read the books themselves, or perhaps heard of someone who had, and said: 'It is a good book.' The children have been orderly."

The work of the Library was continued at 541 Columbia Avenue until Friday night, May 21, after which the furniture formerly used at the Station was sent to the Central Library for use there, and the books were taken to Branch 12 and placed in the collections of the new Branch.

The new Branch Library Building having been completed at a cost of approximately thirty thousand dollars, and stocked with a little over three thousand volumes, was opened to the public Saturday, May 22. The formal exercises were held at 3 p. m. in the lecture room. After an opening prayer by Rev. Frank H. Staples of St. Paul's Guild House, the Hon. James A. Gary, made an address recapitulating the history of the Carnegie gift and the selection of the site for this

Library as told in previous annual reports of the Librarian, and closed his address as follows:

"Mr. Mayor, I now have the honor and the pleasure of presenting to the City through you, Branch No. 12 of the Enoch Pratt Free Library, complete in every detail, fully equipped to carry forward the purposes for which it was designed. Founded by generous friends of Baltimore, maintained by a grateful and appreciative city in the interest of her citizens, administered by Trustees and Officers devoted to the work, I confidently predict, in addition to furnishing literary recreation, it will prove a great source of educational advantage to the people of this section of our City, and that its uplifting influences will be more and more realized and appreciated as the years go by."

The Hon. J. Barry Mahool, Mayor of Baltimore, then formally accepted the building, thanking the benefactors whose generosity had made it possible, and congratulating the architect and the Trustees upon the results they had attained. Hon. Charles J. Bonaparte, who, like Mr. Gary, was one of the original trustees of the Library, then delivered an address, saying in part:

"We all think and talk of a public library as an educational institution, but I doubt whether all or even many of us have given much thought to the question of what or how it teaches. Of course, when any one reaches the last page of a book he undertakes to read, he knows something he did not know when he began it, for at least he has found out how many pages it contains and in what type it is printed; but a mere increase in our knowledge of facts is not 'education.' To deserve that name, the process, whereby we learn these facts, must have a direct effect on ourselves, must make us different from what we were before; moreover, since education, in our day at least, is thought of as a good and not a bad thing, we may safely add to this definition that the effect it produces must be a beneficial effect; it must change us for the better and not for the worse; because a boy learns how to get drunk, we do not say he is the better educated.

"I think the educating influence of a great library is something altogether distinct from and independent of the scraps of information picked up by desultory reading, and this afternoon I ask a few moments of your time to consider, very briefly, what is the nature and origin of this influence.

"Have you ever thought how long it would take a man, giving up all his working hours to the task, to read through the books of the Enoch Pratt Free Library? I tried to make a rough calculation of this problem yesterday and the result was something like three hundred years. In so many years of a life of average length, as a man can usually read at all and giving up to reading as many hours out of the twenty-four as a man who must earn his living can spare for books, one with good eyesight could read something like one in fifty of the books stored in this one library within a single City.

"What do these facts teach us? First how little, how very little, how infinitesimal a part of the knowledge gained by mankind and stored up in books throughout the world any one of us can acquire; whoever thinks he 'knows it all,' and that 'what he doesn't know isn't worth knowing,' shows only that he hasn't yet learned how little he knows. The great end of education is to show us the immensity of our own ignorance; when a man sees clearly and feels keenly how small is and must always be his knowledge compared with the accumulated knowledge of the race, he begins to see dimly and feel vaguely how, inconceivably small is the race's knowledge, compared with the infinite volume of things conceivably knowable; he has, in a measure, shaken off a barbarian's pride and presumption to gain the modesty and humility of a man of true learning. And nothing, to my mind, better teaches this lesson than acquaintance with a great library. Secondly, such acquaintance teaches us the folly of reading mere trash. Our lives are so short, our time is so precious, and we can, at best, read so little of what there is to read which is worth reading, that it is wrong and foolish, it is almost criminal to waste any of this little time on what is worthless, or worse than worthless. If, in the longest life, one can read at most

only one book in fifty of the good books carefully collected in a single library, surely a sensible man has no days or nights to throw away of 'yellow' literature or twaddle spiced to suit the taste of the Ananias Club. A man who squanders his money is justly deemed a fool, but, after all, his waste may be repaired by industry and frugality; a man who squanders his time, throws away what can never be given back, here or hereafter, what is lost forever, if lost at all. Look at a great library and learn how priceless your time is."

The Librarian next made a few announcements and the exercises closed with the benediction, pronounced by Rev. Mr. Staples. The Library was then thrown open for inspection and use, and was visited by throngs during the afternoon and evening.

On either side of the vestibule of the building are found tablets commemorating the generosity of the donors of the site and the building, which tablets read as follows:

The Enoch Pratt Free Library, Branch No. 12. This building was erected, Anno Domini 1909, from the Fund given by Andrew Carnegie.

The Enoch Pratt Free Library, Branch No. 12. Thomas J. Hayward, by a generous gift made possible the purchase of this site, Anno Domini 1908.

The generous giver referred to in the latter tablet did not long survive the opening of the Library, but died on October 23. The usefulness of the Library in whose establishment he aided, however, will long endure, and will cause his name to be remembered by all those who use the building.

The work of the Branch has been extremely successful and has convinced us that we shall do well to place lecture halls in most or all of our other Branches, and to make them safeguarded open-shelf buildings, as this method has a great educational value and brings books to the attention of the public in a way which cannot be accomplished otherwise. We must remember, however, that there are certain disadvantages in connection with open shelves, though these are counter-

balanced, I believe, by the educational influence to which reference has been made. The most important of these disadvantages are, first, the loss of books. This, from the pecuniary point of view, is not apt to be large, but from the point of moral effect upon those who take the books, is a matter of serious consideration, although the safeguarding of the access diminishes this danger.

2. The misplacement of the books, which is a very serious consideration, inasmuch as a misplaced book is lost to use for the time.

3. The much greater wear and tear upon the books, due to their frequent handling by borrowers.

4. The necessity of an increased force to handle the circulation, as is shown by the report of the Custodian.

We opened Branch No. 12 with about 3,500 volumes. In the first week over 1,100 books were circulated. This is a turnover of the stock which is noteworthy, and shows the need of purchase and cataloguing of additional books at the Branch as quickly as possible. The Custodian reports as follows:

"One of the assistants and I reported at Branch No. 12 Monday morning, May 17, and awaited the coming of the books. We had quite a time arranging them, and as the furniture for the Library had not come, we were compelled to use the floor, which was far from being a comfortable way to work. With the aid of one of the Central Library cataloguers, we were able to have the Library in readiness for the opening, Saturday, May 22, at 3 o'clock. It meant hard work for all. Our janitor not being accustomed to the work, hardly knew just how to manage it, but with the aid of one of the Central Library janitors, he soon learned. The opening exercises were better than we had even hoped for, as the behavior was excellent, with the exception of that of a few bad boys, without whom no audience is complete. We had a very appreciative audience. After the services our guests were shown through the Library, and each and every one

thought it handsome and attractive. Our registration has been splendid. Our home circulation for the first week was 1,128 books, and three-fourths of these were children's books, as you can plainly see by looking at our shelves. The open stacks seem to be the greatest novelty they have ever had, and it kept us busy for several weeks trying to make them understand that the books should be read and not moved from one shelf to the other. We noticed quite a marked improvement in the behavior in the second week. When the children find they cannot control us, they select their books and have them charged. We have found that quite a number in the first week took books home without having them charged, but they brought them in to be returned, thus showing that they did not understand the rules.

"I noticed applications signed in this manner: 'Joe Smith, father,' or 'Louisa Smith, mother.' At first I could not account for it, but find that they hear us ask the children when they bring in their applications, 'Who signed this, your father or mother?' They think it is the proper thing to do, and that it saves us the trouble of asking questions. One thing that is very encouraging is, that several of the parents have come with the boys when they came for their cards, and helped them select their books. We want more readers of that kind.

"A man met a friend and told him how bad his boy had been, but that they had opened a Library near him, and that his boy had gotten a card and brought books home to read in preference to running the streets as formerly. He says now that he notices the greatest difference in him.

"This being an open shelf-building, I find that it is quite difficult to manage with three clerks. At the other Branches, as we were not very busy in the morning, we used the time to do our tagging and mending, the building being so arranged that we could attend to these tasks and still attend to the delivery and reading rooms. Here we cannot leave the desk to attend to any such work, as there is only one on in the morning and, at night, our busiest time, two cannot attend

to the reading rooms, return and charge books and register borrowers and give the people the proper attention. The books have been so arranged that the young people feel the South room belongs to them, and every book in it is a suitable one for them.

"After having been through the building and having the different part explained to them, few persons leave without an application blank. In a few days the visitors come back, bringing others with them, that they, too, may enjoy the same privileges. Many children still register, but the majority now are adults. This is very encouraging, especially since quite a number of our adults are reading the standard works of Scott, Dickens and Bulwer Lytton. From the young people we have the same cry for boarding school stories, Indian stories and fairy tales. We have so few young people's books and so many young people that it is often impossible to find them anything they have not read, consequently they either leave without a book, or send to the Central Library. We have about a dozen German readers and it was puzzling at first just how to manage to have books for them when they came, as some lived quite a distance and others were quite feeble and did not like the idea of two trips, so we had them get students' cards and leave us a long list of books. Each week we send to the Central Library for a book for each reader and charge it, one week on the borrower's card and the next on the student's card. This means some extra work, but proves to be very satisfactory and is greatly appreciated by them.

"Our ribbon system of arrangement of books calls attention to our miscellaneous works and that fact, combined with the open stack, has caused books to circulate that would otherwise remain on the shelf. I can speak in the highest terms of the open stack and I am sure I voice the sentiments of all our patrons.

"The lull in the Delivery Department has given us more time to devote to the bindery work. Our patrons have

handled the books very carefully, considering the constant use of the few books we have.

"During the summer our building was very warm, but we were fortunate in getting an electric fan that gave us some relief."

We notice quite a difference in the books our patrons read, quite a number of them have students' cards and use them to the best of advantage, many sending to the Central Library for books on machinery and other subjects which we have not. The school and college boys and girls use the reference books a great deal, and also send to the Central Library for subjects that help them in their studies.

We have had a number of callers during the fall and all seem delighted with our building, and so happy to see the open shelves. Many of our callers have been persons interested in children's work. After showing them the building and explaining to them the work we are doing, they seem surprised and delighted with it. So far our clubs have been very successful. First we organized a club known as the Hayward Literary Club, for boys from fourteen to nineteen years of age. We have nineteen enrolled. The boys are studying American History and seem very much interested. We use the work room as a club room. The boys gave a large basket of groceries to a needy family for Thanksgiving. Friday afternoon, from four to five, we have the small girls. We either read to them or have them read something at home and tell it to the class. There is an average attendance of about twenty-five. Saturday afternoon, the boys meet. There are forty-eight enrolled, but as a great many are newsboys, they cannot attend regularly.

In the autumn the following regulations for the use of the lecture room in this or any other Branches were prepared by the Librarian and the Library Committee:

1. The Lecture Rooms may be used only with the previous consent of the Librarian.
2. Tobacco must not be used.

3. No political nor sectarian meetings may be held.
4. The room must be closed at the time of closing the rest of the building, unless special arrangements are made.
5. Applications for the use of the rooms by any organization must be made in writing and be addressed to the Librarian, and the Custodian may not allow such use, except upon written directions from the Librarian.
6. No admission fee shall be charged, but, by special permission of the Librarian, admission may be limited to members of the organization using the room and their friends, and admission may be by ticket at the discretion of the Librarian.

It is our hope that we shall be able in future years to accomplish much for the education of the people through these lecture rooms, and, in that way, to increase greatly the number of books which are drawn and read by our borrowers, for as has been well said: "A lecture or course of lectures that is not backed up by reading is for the audience merely a debauch of words and wonders. For Homer was right. Words are winged—they are winged as they fly from the lecturer to his audience, and winged as they fly from the audience away. The only place where you have them fast is between covers on the printed page."

BRANCH NO. 13—FAYETTE AND PATUXENT STREETS.

Some time since the City purchased the land lying between Philadelphia Road on the North, Patuxent Street on the East, Fayette Street on the South, and Kenwood Avenue on the West, and placed it under the care of the Park Board. In 1908, our attention was called to this square by the East End Improvement Association, and after we examined the site and found it admirably suited for a library, an ordinance to authorize the erection of a Branch thereon was drafted by the City Solicitor, and introduced into the City Council by Mr. John Betz, on March 29, 1909. The Board of Park Commissioners expressed its assent to the transfer of that portion of the lot which we desired, and after passing both Branches of

the City Council, the ordinance was signed by the Mayor on May 3. The Building Committee immediately began preparations for building upon this lot, and employed Mr. Joseph Evans Sperry as architect. After the plans were prepared, the contract for the erection of the building was given out to Edward Brady & Son, and ground was broken August 9. The fine weather of the autumn enabled rapid progress to be made upon the building, and it is hoped that we shall be able to open it in the early part of the year 1910. The lot upon which this building is situated fronts 100 feet on Fayette Street and about the same distance upon Patuxent Street, and contains between nine and ten thousand square feet.

BRANCH NO. 14—FOREST PARK.

The City purchased some time ago a triangular lot of ground situated in Forest Park, and bounded by the Liberty Road (Garrison Avenue), Fairview Avenue, and Allendale or Calloway Avenue, containing approximately 15,000 square feet. Our attention was called to this lot by residents of the vicinity, and, after the Trustees had approved of it as a library site, an ordinance dedicating it to Library purposes was introduced into the City Council on May 10 by Mr. Edward R. Downs. The lot had been previously under the control of the Board of Park Commissioners, which agreed to the transfer, and the ordinance, having passed the City Council, was signed by the Mayor on June 14. In the autumn it was resolved to hold a competition among local architects for the planning of this Library. Invitations were extended to some ten Baltimore architects and, from the plans submitted, the Trustees selected those of Messrs. Ellicott & Emmart, in accordance with which it is hoped that the building will be begun early in the year 1910. A number of the other plans submitted were of considerable excellence, and may be availed of in connection with other buildings.

BRANCH NO 15—HOMESTEAD.

A site for a Branch Library, at the southwest corner of Gorsuch and Taylor Avenues in Homestead, was presented to us in 1908, and, in December, 1909, it was determined to erect thereupon a Branch Library during the year 1910, which Library will be opened in the early part of the year 1911, and will, it is hoped, satisfy the needs and desires of the people in that section of Baltimore.

LIBRARY STAFF.

In addition to the Librarian and Assistant Librarian, who are the officers of the Library, there are employed in the various departments 93 persons, of whom 20 are men and boys, and 73 women. We have had the services of 37 substitutes during the year, within which time there have been 10 resignations and 25 appointments. The staff of the Library is divided into departments as follows: In the Librarian's office are the Librarian's secretary, three order clerks, the statistical clerk, and the messenger; in the Reference Department, the superintendent has three assistants; in the Cataloguing Department the head cataloguer has associated with her fifteen cataloguers (two of the cataloguers in rotation are detailed for work at the delivery and registration desks); in the Bindery Department, the chief clerk has two assistants; the Delivery Department, under a superintendent, is sub-divided into four sections; the first of these is concerned with the delivery at the Central Library in which are employed an assistant superintendent of delivery together with ten women and four boys, in addition to the catalogue clerks detailed from time to time (one of the delivery clerks in rotation is usually employed in the elementary work of cataloguing); the second section attends to the registration of borrowers and in work which occupies the time of a registration clerk in addition to assistance given by the detailed cataloguers; the third section attends to the delivery of books from the Central

Library to Branches and Stations, is under the immediate supervision of an assistant superintendent of delivery, and occupies in addition, the time of one woman and one boy; the fourth section includes the delivery at the Branches and Stations, and in it are employed twelve women as Custodians, and eighteen as assistants. There are also employed four janitors in the Central Library and ten in the Branches.

Considerable help was rendered us during the year by young women in training for positions, and in the classification of our French books, we received assistance from Miss Margaret Oliver.

RELATIONS WITH OTHER LIBRARIES.

An attempt made to deprive us of the privileges of free importation in the new tariff, led the Trustees at their annual meeting to pass the following resolutions:

“The Trustees of The Enoch Pratt Free Library of Baltimore City have learned with concern of the effort to remove from the free list, books imported for Public Libraries, and to take away the exemption from tariff duty which has been the law for many years. Public Libraries are supported by the municipalities and states for the benefit of the whole community, and, together with the public school, form an educational system, by which all of the citizens are enabled to acquire knowledge. Such libraries are regarded as a part of the proper function of municipalities and states, so that any tax upon the importation of books for public library use results in a tax on knowledge and education, and also upon the operations of the municipal and state governments. This Board, therefore, protests against any diminution in the privileges now enjoyed by public libraries, in the free importation of books.

“Resolved, that a copy of the foregoing minute be sent to the Committee on Ways and Means of the National House of Representatives, and to each member of that House representing the State of Maryland.

"Resolved that the Librarian and the Executive Committee be authorized to take such measures as to them seem proper to present the views expressed in the foregoing minute to the appropriate Congressional Committees."

We received courteous replies from the Congressmen to whom the resolutions were sent and were assured by several of the Maryland members that they would oppose any attempt to take books for public libraries from the free list.

Wm. A. Jenner, Esq., an eminent lawyer of New York City, recently said of libraries: "Congress has recognized the useful and benevolent purposes of such institutions, and many years ago enacted laws which permit such institutions to import foreign books free of any duty, to the end that the greatest possible use may be made of the funds of such institutions for the purchase of books, for the people's benefit, in the interest of the widest diffusion of knowledge among the people."

The new tariff bill as passed retained for Libraries this important privilege, which enables them to continue their extended usefulness to the communities which support them.

As Chairman of the Committee on Federal Relations of the American Library Association, I had considerable correspondence with the Postmaster General, in the course of which, I prepared an article upon the Legal Status of the Public Library, which article was published in the American Law Review for July-August. As a result of the correspondence with the Postmaster General, the law at present governing mail matter has been so construed as to include under "regularly incorporated institutions of learning," which are granted second class mailing privileges, such libraries as ours, which possess separate charters. All libraries, whether separately incorporated or not, have been admitted to the same privileges in the bill recently introduced by Mr. Overstreet, in the amendment of the postal laws of the United States.

In the last hours of the Sixtieth Congress, a new Copyright Bill was passed, which makes no alteration in the privileges enjoyed by libraries, except that it diminishes the number of

copies permitted to be imported in any one invoice of any copyrighted book, from two to one.

We may rejoice that the attempt to injure the educational facilities of the public through diminishing, in much greater measure, the privileges of libraries with reference to importation, was defeated through the vigilance of those who are interested in the matter.

As a member of the Book Buying Committee of the American Library Association, I was actively engaged in the preparation of a list of most used novels, and as a representative of this Library I attended the Convention of that Association at Bretton Woods, N. H., in the end of June.

The growth of the public libraries has very largely increased the demand for books. I am informed by officials of the New York Public Library that when all their seventy Branches shall have been erected, it is expected that the purchase of each new work will amount to about 1,000 copies. In the State of New York in 1907, forty-six cities raised by taxation for public library purposes, \$1,102,095, and in those cities the home circulation amounted to 12,838,055. These figures are large, but ten years from now we shall consider them small.

On March 19 and 20 the Assistant Librarian represented the Library at the meeting of the Pennsylvania and New Jersey Library Clubs in Atlantic City.

On November 24 I had the honor to address the Library Association of Virginia at Richmond upon the Development of Public Libraries.

MARYLAND STATE LIBRARY COMMISSION.

The Central Library, by permission of the Board of Trustees, was used as headquarters of the Maryland State Library Commission throughout the year. The Commission held its annual meeting in the Librarian's office, and its traveling libraries were catalogued and sent out from our building.

We have already referred to the co-operation of the Library and Commission in circulating books for the blind throughout the State.

Miss Mary P. Farr, a library organizer of great ability and experience, was in the employment of the Commission as its Field Secretary throughout the year 1909, and, as a result of her work, a great increase occurred in the number of traveling libraries circulated. An historical sketch of this Library was printed in the Annual Report of the Commission.

FINES AND DAMAGES.

As usual, only a small number of books was lost by borrowers during the year. In addition to the books missing at stock-taking, 137 were lost and paid for and 15 were lost without payment; 39,833, or one in every 15, were kept out over two weeks, so that their borrowers became liable for fines. For the most part these fines have been duly collected and paid over to the Treasurer.

RECEIPTS AND EXPENDITURES.

The Librarian has paid to the Treasurer the following amounts: From fines and damages, \$2,188.26; from the sale of Finding Lists and Bulletins, \$100.05; miscellaneous receipts, \$812.19. The expenses for the year have been as follows: Books, \$14,750.50; periodicals, \$1,405.53; binding, \$4,875.15; construction and repairs, \$4,745.15; stationery and supplies, \$1,930.13; insurance, \$1,247.50; furniture and typewriters, \$813.70; drayage, \$849.25; rent, \$325.02; coal, \$1,873.45; light, \$2,708.09; printing, \$1,030.38; miscellaneous expenses, \$1,937.44; salaries, \$33,433.48; grand total, \$71,924.77.

With thanks for the uniform courtesy and co-operation of the Board of Trustees, I am,

Very respectfully,

BERNARD C. STEINER,

January, 1910.

Librarian.

TABLE B.
Circulation of Books in 1909 by Months—Central Library and Branches.

MONTHS.	Totals 1909.	Totals 1908.	Central Library.	Branch No. 1.	Branch No. 2.	Branch No. 3.	Branch No. 4.	Branch No. 5.	Branch No. 6.	Branch No. 7.	Branch No. 8.	Station No. 9.	Station No. 10.	Station No. 11.	Branch No. 12.	Through Branches.	Through Schools, Etc.
January	70953	69911	27307	5388	5955	4163	3613	4958	4811	1801	1359	918	1080	2239	986	1530	4204
February.....	78008	71945	28771	5514	6176	4602	3423	4999	4829	1823	1558	1048	1113	2261	1029	1600	3735
March	78637	77539	30583	5683	6507	5326	3655	5313	4510	2012	1628	983	1203	2543	1235	1900	4469
April.....	67688	65075	26547	4347	5273	4119	3024	4268	4035	1640	1337	979	973	1334	1213	1667	3 84
May.....	58026	59449	24043	4205	4538	3601	2324	3663	3446	1486	1316	765	1076	1373	2091	1340	3637
June	52045	54432	21571	3780	4190	3113	2206	3628	3176	1316	1268	573	1122	1663	4144	1223	1511
July	51050	50963	20327	3388	4203	2642	2097	3901	2691	1193	1270	552	921	1520	3113	1200	1607
August	52019	50173	21633	3429	3994	2732	1966	3423	2859	1126	1399	611	736	1319	2386	1214	1296
September....	52331	49080	21511	2973	3902	2301	2141	3416	2891	1223	1409	532	663	1240	2163	1011	1044
October	61971	57467	23635	3529	4223	3309	2506	3794	3197	1429	1339	635	733	1393	2779	1235	3127
November	63572	64479	25543	4094	5132	3636	2642	4234	3674	1941	1531	733	968	2542	3162	1449	3138
December	62912	53724	24004	3644	4333	3336	2425	3506	2320	1637	1207	903	938	2701	2453	1306	2397
Totals.....	749197	723212	290075	49973	59036	42472	32030	43730	41968	18630	16721	9326	11666	23727	29754	16725	34339

TABLE C.

Number of Volumes and Circulation—Central Library.

CLASSIFICATION.	Volumes added in 1909.	Total Number of Volumes.	Circulation Through Central Library.	Circulation Through Branches and Delivery Stations.	Circulation Through Schools, Etc.	Total Circulation.	Average Circulation of Each Volume.
Prose Fiction.....	861	26349	136788	7254	15082	159124	6.27
Juveniles.	226	8595	84461	4080	9909	47869	5.56
Poetry and the Drama....	272	7922	4590	384	509	5433	.68
Essays, Miscellaneous Works, Etc.....	269	8822	6741	660	902	8303	.94
Works in Foreign Languages. ..	49	11816	8809	325	282	4416	.89
Ancient Classics and Translations	927	857	76	87	1020	1.10
Biography.....	236	11787	8901	298	1045	5244	.44
History—American.....	419	7700	4062	284	1451	5767	.74
History—European.....	855	8735	4624	321	1836	6881	.72
History—Asiatic, African, Etc..	200	4753	2236	151	622	3009	.63
Voyages and Travels ...	64	4187	1405	88	366	1859	.44
Natural History.....	116	8516	2439	256	730	3425	.97
Natural Science.....	76	2140	4175	209	238	4682	2.18
Applied Science and Useful Arts	188	3483	4531	455	177	5163	1.48
Military, Naval and Recreative Arts.....	63	1772	2673	159	130	2962	1.67
Fine Arts.....	170	4921	6188	487	488	7163	1.45
Philosophy	29	1373	1692	155	81	1923	1.40
Language and Education.....	91	2920	2450	256	159	2865	.96
Political and Social Science.....	164	4944	2656	168	233	3107	.63
Law	68	972	1249	76	46	1371	1.41
Medicine.....	59	1612	1647	139	72	1858	1.15
Religion.....	393	10455	4666	341	639	5696	.54
Books for the Blind.....	165	1278	97	134	145	376	.29
Bibliography and Reference Works.....	989	27262

[NOTE.—Works in Foreign Languages and Ancient Classics are being re-classified according to their subject matter].

TABLE D.
Number of Volumes and Circulation—Branch Libraries.

CLASSIFICATION.	BRANCH No. 1.			BRANCH No. 2.			BRANCH No. 3.			BRANCH No. 4.			BRANCH No. 5.			BRANCH No. 6.			BRANCH No. 7.			BRANCH No. 8.			BRANCH No. 12.		
	Number of Volumes.	Circulation.	Average Circulation of Each Book.	Number of Volumes.	Circulation.	Average Circulation of Each Book.	Number of Volumes.	Circulation.	Average Circulation of Each Book.	Number of Volumes.	Circulation.	Average Circulation of Each Book.	Number of Volumes.	Circulation.	Average Circulation of Each Book.	Number of Volumes.	Circulation.	Average Circulation of Each Book.	Number of Volumes.	Circulation.	Average Circulation of Each Book.	Number of Volumes.	Circulation.	Average Circulation of Each Book.	Number of Volumes.	Circulation.	Average Circulation of Each Book.
Prose Fiction and Juveniles.....	6845	841545.18	6802	885926.12	5549	38893.88	5347	212233.96	6279	847056.52	5077	271685.85	3897	137843.53	1534	128358.10	1939	2089010.20									
Poetry and the Drama.....	659	8671.31	613	6201.01	459	4751.08	446	389 .87	537	6201.05	564	6061.07	274	174 .63	122	1721.40	147	610 4.14									
Biography.....	1361	728 .53	1130	615 .52	868	545 .62	822	423 .52	1147	484 .42	1018	416 .40	483	193 .40	303	299 .98	274	576 2.10									
History.....	1503	17191.14	1327	15511.16	1080	17191.59	1006	12581.25	1325	14401.08	1192	917 .76	770	7841.01	600	7731.12	748	1897 2.53									
Travels	623	428 .68	552	426 .77	443	8021.81	423	337 .79	536	433 .80	463	243 .52	286	307 .77	79	75 .94	87	209 5.64									
Science and Art.....	1223	146 .19	1117	15301.36	905	11021.21	873	10651.21	1097	16981.54	1000	980 .98	543	333 .60	217	5232.43	223	986 4.47									
Miscellaneous Works.....	3843	40461.05	3554	2821 .73	2750	2141 .77	2741	34041.24	3272	2120 .64	2371	27681.03	1531	19181.25	485	7961.64	459	531 1.15									
Foreign Languages.....	806	174 .56	341	6591.93	298	3631.21	306	6061.98	453	6041.89	179	92 .51	26	13 .59	7	142.00	9	21 2.33									
Reference Books.....	342	398	354	372	339	237	181	87	86									

TABLE E.

Circulation of Periodicals in 1909 by Months—Central Library and Branches.

MONTHS.	Totals 1908.	Totals 1909.	Central Library.	Branch No. 1.	Branch No. 2.	Branch No. 3.	Branch No. 4.	Branch No. 5.	Branch No. 6.	Branch No. 7.	Branch No. 8.	Station No. 9.	Station No. 10.	Station No. 11.	Branch No. 12.
January	24447	24712	11687	1372	1652	1368	1001	783	2587	963	601	397	1024	891	431
February.....	24070	22211	9818	1376	1686	1154	970	843	2103	884	653	363	1096	831	384
March.....	23727	24231	11031	1171	1946	1167	853	777	2587	1076	764	407	1096	958	383
April.....	19534	19620	9314	873	1314	1053	707	693	2042	776	535	415	815	659	375
May ..	17637	17353	8529	821	1125	641	531	543	1753	679	570	300	917	664	235
June	15523	15673	8069	797	933	545	421	437	1652	556	562	130	863	653	...
July	15340	14169	7259	733	1075	479	537	452	1361	433	496	132	673	429	...
August	16459	15553	7914	761	1131	650	506	565	1537	536	513	232	539	519	...
September	17497	16325	8027	850	1143	916	703	566	1718	653	557	234	603	640	...
October.....	22315	20174	9447	919	1164	1025	973	712	2445	856	524	412	614	1073	...
November.....	22513	22150	9359	779	1534	1221	1027	723	2236	1203	522	513	833	1537	...
December	23946	20371	9715	930	1473	1223	936	541	1712	932	437	503	845	1545	...
Totals.....	243363	233352	110719	11417	16236	11441	9175	7633	23733	9711	6739	4033	9933	10504	1363

[NOTE.—Owing to the open shelf system no count of Periodicals was made after May for Branch 12].

TABLE F.

Comparative Library Statistics of Baltimore and Other American Cities.

Names of Cities arranged according to rank given by U. S. Census.	Estimated Population 1906.	Registration	No. of Buildings of Public Library.	No. of Volumes in Public Library.	Home Circulation.	Annual Expenditures.	City Appropriations for Public Library.	Books.	Salaries.
1 New York, N. Y., (Manhattan, Bronx and Richmond).....	2,512,426	261,817	41	1,489,157	6,504,402	\$882,756	\$577,880	a \$252,651	\$408,177
2 Brooklyn.....	1,392,811	260,111	26	600,588	3,809,172	428,319	880,099	90,598	197,254
3 Queens Borough.....	206,806	40,681	16	111,809	651,224	86,562	9,554	51,180
4 Chicago, Ill.....	2,049,185	94,499	2	352,098	1,601,645	284,583	832,000	b 29,644	161,898
5 Philadelphia, Pa.....	1,441,785	154,611	18	829,922	2,007,167	222,769	408,000	39,747	114,989
6 St. Louis, Mo.....	649,320	79,008	6	279,222	1,551,846	157,150	205,457	52,875	71,465
7 Boston, Mass.....	602,278	85,085	12	941,024	1,555,027	333,704	810,000	32,280	229,455
8 Baltimore, Md.....	553,669	88,979	11	264,872	613,689	71,924	10,500	14,750	33,483
9 Cleveland, O.....	160,327	116,000	10	352,041	2,056,064	286,75	238,271	42,212	103,984
10 Buffalo, N. Y.....	381,819	73,089	1	257,128	1,401,889	92,672	88,000	19,853	48,825
11 San Francisco, Cal.....	804,677	34,471	6	75,667	608,966	8,789	90,000	22,783	34,986
12 Pittsburgh, Pa.....	375,083	86,899	8	303,060	999,389	316,713	210,000	43,081	187,227
13 Detroit, Mich.....	353,536	54,191	4	240,805	824,801	90,771	72,808	17,285	43,947
14 Cincinnati, O.....	345,230	66,815	10	351,000	1,200,869	180,719	149,530	b 38,206	45,303
15 Milwaukee, Wis.....	317,908	46,973	1	191,657	785,860	77,132	86,730	13,952	49,105
16 New Orleans, La.....	314,146	11,391	4	91,795	194,844	41,219	21,200	6,744	18,591
17 Washington, D. C.....	307,716	51,187	1	114,364	591,704	65,505	58,630	12,384	40,215
18 Newark, N. J.....	289,634	30,788	1	142,493	851,009	99,002	89,598	19,018	47,483
19 Minneapolis, Minn.....	273,825	54,573	3	179,073	661,302	87,747	98,344	21,845	39,722
20 Jersey City, N. J.....	237,952	44,051	1	107,600	542,388	34,624	33,437	6,253	15,155
21 Louisville, Ky.....	228,129	34,147	6	105,399	444,404	68,443	48,065	b 16,978	29,207
22 Indianapolis, Ind.....	219,154	20,623	10	135,000	376,907	67,000	b 15,500	30,950
23 St. Paul, Minn.....	203,815	38,409	1	105,896	379,853	57,040	12,000	b 14,610	18,786
24 Providence, R. I.....	203,243	21,903	1	192,795	49,561	25,000	a 6,391	28,186
25 Kansas City, Mo.....	182,376	46,518	2	95,000	300,393	37,152	13,344	23,783
26 Toledo, O.....	159,980	22,235	1	82,892	405,918	26,147	21,453	6,229	12,740
27 Worcester, Mass.....	130,078	23,261	1	167,313	341,208	49,575	46,274	9,011	27,612
28 Los Angeles, Cal.....	102,479	33,908	1	127,000	707,000	113,863	108,000	23,791	53,344
29 New Haven, Conn.....	121,227	19,485	1	90,567	411,412	24,145	18,500	4,100	13,377
30 Seattle, Wash.....	104,169	36,470	5	102,132	555,874	78,170	120,308	9,105	46,221
31 Springfield, Mass.....	75,536	27,000	3	168,632	506,731	46,962	43,440	6,767	26,132
32 Somerville, Mass.....	70,798	20,000	1	82,879	448,224	21,233	20,214	b 5,007	10,109

NOTE.—The population of San Francisco is an estimate for 1905 and that for Los Angeles for 1900.

* This sum is in addition to the annuity of \$50,000 paid by the city in consequence of Mr. Pratt's gift of about \$1,100,000.

a Includes binding and periodicals.

b Includes binding.

THE
Enoch Pratt Free Library
OF BALTIMORE CITY

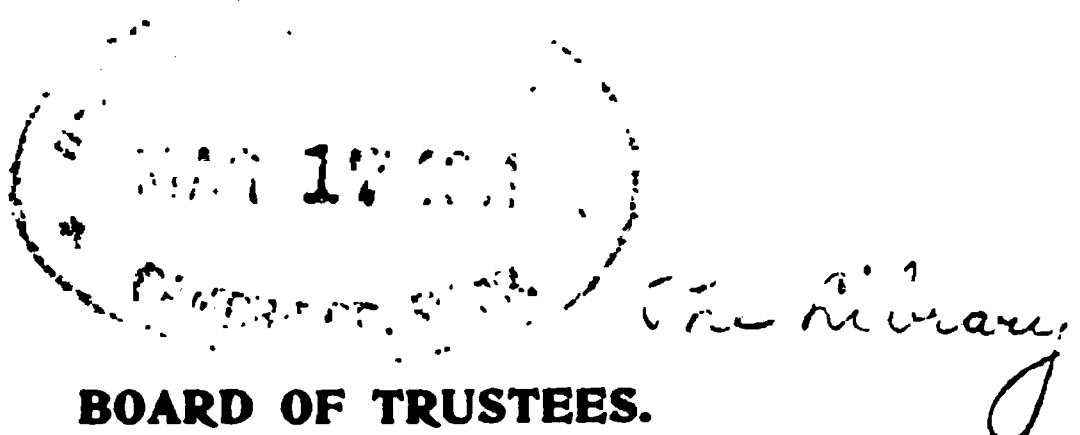
TWENTY-FIFTH ANNUAL REPORT

OF THE
LIBRARIAN
TO THE
BOARD OF TRUSTEES

FOR THE YEAR 1910

BALTIMORE

1911



BOARD OF TRUSTEES.

JAMES A. GARY,
CHARLES J. BONAPARTE,
EDWARD STABLER, JR.,
THOMAS J. MORRIS,

HENRY PRATT JANES,
HENRY DUFFY,
HENRY STOCKBRIDGE,
JOHN E. SEMMES,

HENRY D. HARLAN.

OFFICERS OF THE BOARD.

JAMES A. GARY, *President*,
THOMAS J. MORRIS, *Vice-President*,

EDWARD STABLER, JR., *Secretary*,
HENRY PRATT JANES, *Treasurer*.

EXECUTIVE COMMITTEE.

JAMES A. GARY,

HENRY PRATT JANES,

HENRY DUFFY.

LIBRARY COMMITTEE.

THOMAS J. MORRIS,
CHARLES J. BONAPARTE,

JOHN E. SEMMES,
JAMES A. GARY, *ex-officio*.

COMMITTEE ON ACCOUNTS.

EDWARD STABLER, JR., HENRY D. HARLAN, JAMES A. GARY, *ex-officio*.

BUILDING COMMITTEE.

JAMES A. GARY,
HENRY STOCKBRIDGE,

HENRY PRATT JANES,
HENRY DUFFY.

OFFICERS OF THE LIBRARY.

BERNARD C. STEINER, LIBRARIAN.

LOUIS H. DIELMAN, ASSISTANT LIBRARIAN.

LIBRARY BUILDINGS.

CENTRAL LIBRARY—106 West Mulberry Street, near Cathedral.

BRANCH 1—Corner of Fremont Avenue and Pitcher Street.

BRANCH 2—Corner of Hollins and Calhoun Streets.

BRANCH 3—Corner of Light and Gittings Streets.

BRANCH 4—Corner of Ellwood and O'Donnell Streets (*Canton*.)

BRANCH 5—Corner of Broadway and Miller Street.

BRANCH 6—St. Paul Street, above Twenty-fifth (*Peabody Heights*.)

BRANCH 7—Falls Road, below Thirty-seventh Street. (*Woodberry and Hampden*.) [Building given by Robert Poole, 1900.]

BRANCH 8—Eleventh Street and Liberty Road. (*Walbrook*.)

[Building given by Francis A. White, 1907.]

BRANCH 9—Corner Towson and Beason Streets. (*Locust Point*.)

[Building given by Andrew Carnegie. Site given by B. & O. R. R.]

STATION 10—Mott Street, near Corner of Gay. (*Old Town*.)

STATION 11—1119 East Baltimore Street.

BRANCH 12—Corner Sterrett and St. Peter Streets.

[Building given by Andrew Carnegie, 1908, purchase of lot made possible by gift of Thomas J. Hayward.]

BRANCH 13—Linwood Avenue between East Fayette Street and Philadelphia Road.

[Building given by Andrew Carnegie. Lot dedicated to library by Mayor and City Council.]

BRANCH 14—Garrison and Fairview Avenues. (*Forest Park*.)

[Building given by Andrew Carnegie. Lot dedicated to library by Mayor and City Council.]

BRANCH 15—Gorsuch and Taylor Avenues. (*Homestead*.)

[Building given by Andrew Carnegie. Site given in memory of Robert S. Carswell. Library to be opened in 1911.]

ANNUAL REPORT FOR 1910

To the Trustees of the Enoch Pratt Free Library:

Gentlemen: With the beginning of the year 1911 we enter upon the second quarter of a century of the Library's active existence, for on January 4, 1886, the opening exercises of the institution were held. In that year the Library had a Central Building and four Branches. In the Central Library there were 28,000 volumes, and each of the Branches contained a little over 4,000 volumes. The Library has grown until now there are 175,613 volumes in the Central Library and 101,236 more in fourteen Branches and Stations. Over 200,000 persons have borrowed books from the Library during this period, and we have circulated 13,942,759 volumes. In addition to the work carried on from the Central Library and the Branches, in order to be of the greatest possible service to the city, we inaugurated a system nearly ten years ago, of delivering books daily to the Branches, Stations and schools, which system has been of great value in increasing the educational influence of the Library.

The most important events of the past year were the opening of three new Branch Libraries. In no other year since 1886 had we opened more than one library building, so that the opening of three such buildings in one year was a matter of some note. All of these buildings were erected with the money given by Mr. Andrew Carnegie. Another such building had been opened in 1909, and the fifth of the twenty for which he gave half a million dollars will be opened in 1911. These buildings, costing from twenty to thirty thousand dollars, are well equipped, and it is believed that they are constructed according to the best method of building libraries. We hope to receive lots in other sections of the city so as to be able to erect, in all parts of Baltimore, libraries for the information and recreation of the people. It is interesting to consider

that the five libraries first erected from Mr. Carnegie's gift are situated in widely different parts of the city. Branch No. 13 is in the southeastern part; Branch No. 15, in the northeastern; Branch No. 14, in the northwestern; Branch No. 12, in the southwestern; Branch No. 9, in the southern.

At the beginning of 1911 this Library contains 276,849 volumes, and is administered by 105 officers and employees. The home circulation of books was, during the last year, 610,408, and with the greatest economy the expenses amounted to \$76,571.58, so that it is evident that the Library could not have been carried on, even within the present bounds of its work, unless there had been received from charges, catalogues, etc., a sum added to the annuity and the appropriation paid by the city. In 1910, the Library system consisted of a Central Library Building, twelve Branches and two Delivery Stations, in addition to which books were sent to 64 institutions, and by an arrangement with the Maryland State Library Commission, to 17 blind persons outside of the city. In the reading rooms of the Library 105,663 books and 226,427 magazines were used. Complete figures as to reading room use cannot be given, owing to the fact that some of the Branches have open shelves. The number of books circulated from the beginning amounts to 13,942,759. The registration books show that there are now 40,796 borrowers' cards outstanding, and that 205,596 persons have at different times become entitled to the use of the Library. The circulation of books by classes is given in Table A, that by months in Table B. The number of books in the various classes in the Central Library, the number added to each class during the year, the total circulation of each class and the average number of times each book went into circulation are shown in Table C, while Table D shows similar figures for the Branches. The circulation of periodicals in the various reading rooms is shown by months in Table E, while Table F gives comparative library statistics of Baltimore and other cities. From Table F we see how great is the disparity between our income and that of the libraries of other cities of the rank of Baltimore.

We are happy in being able to administer so great a trust as that of the Public Library, at a time when the importance of the institution is being realized more than ever before. This is shown clearly by the frequent publication of articles on library buildings in architectural magazines. In an article on the New York Public Library in the *Architectural Review* for September, 1910, Mr. A. C. David said:

"In any modern American city the public library is the institution which is most representative of the aspirations of the community. * * * * The typical American aspiration is embodied in the word 'education;' and of all the organs of education, the one which belongs to the whole community is the public library."

The libraries of the country appreciate the importance of their function, and we find in their reports such sentiments expressed as these from the Report for 1909 of the Library Association of Portland, Oregon.

"The public library is as much a part of the life of a modern community as the public school. It serves not only the child but the adult; its reference collection is indispensable alike to the student, the artisan, the professional man and every citizen who requires information: its circulating department enters into the home life of the entire community."

Similar sentiments are expressed by the able librarian of Detroit, in his Forty-fourth Annual Report:

"The public library is one of the great educational forces of the city. It comes next to the public school, which it complements and supplements. It works with the school among the children, and those bright and wide-awake pupils who are made acquainted with the library in their school years become its staunch friends and patrons when they have passed from the school room into the walks of active life. It is the university of the people in which many thousand men and women are taking post-graduate courses."

The relation of the librarian to the reader, as compared to that of the teacher and the scholar, is well expressed in the

Annual Report for 1909, Carnegie Library, at Homestead, Pennsylvania:

"Knowledge is of two kinds, the kind you know and the kind you know where to find. The teacher's duty is to lead the scholar in search of the former and the librarian's office to conduct the reader in search of the latter. The ultimate aim is the same, hence, the work of the teacher and the librarian go hand in hand."

One of the keenest and most thorough observers of American life is Prof. Münsterburg, of Harvard University, and in his recent volume, entitled "The Americans," he writes of the place of libraries in the United States with words of high praise:

(p. 362). "The topics of school and university would not make up one-half of the history of American popular education. In no other country of the world is the nation so much and so systematically instructed outside of the school as in America, and the thousand forms in which popular education is provided for those who have grown beyond the schools, are once more a lively testimony to the tireless instinct for personal perfection. * * * * The background of all this, however, is the great national stock of public library books, from which even the poorest person can find the best books and study them amid the most delightful surroundings."

(p. 453). He also speaks at length of "the manifold functions of the public library. It is meant to raise the educational level of the people, and this can be done in three ways: first, interest may be stimulated along new lines; second, those who wish to perfect themselves in their own subjects or in whatsoever special topics, may be provided with technical literature; and third, the general desire for literary entertainment may be satisfied by books of the best, or at least not of the worst sort. The directors of libraries see their duties to lie in all three directions. The libraries guide the tastes and interests of the general public, and try to replace the ordinary servant-girl's novel with the best romances of the day and shallow literature with works which are truly instructive. And

no community is quite content until its public library has become a sort of general meeting-place and substitute for the saloon and the club. America is the workingman's paradise, and attractive enough to the rich man; but the ordinary man of the middle classes, who in Germany finds his chief comfort in the Bierhalle, would find little comfort in America if it were not for the public library, which offers him a home. Thus the public library has come to be a recognized instrument of culture along with the public school; and in all American outposts the school teacher and librarian are among the pioneers."

The library movement is an international one, and, in all parts of the world, the importance of the public library and the place of the library in the state are more and more clearly perceived. A recent and extremely forceful statement on these matters was made by Dr. Frederick G. Kenyon, the Principal Librarian of the British Museum, in his presidential address to the British Library Association at Exeter on September 6th last, as follows:

"In short, while the British Museum Library is, in the main, an instrument of knowledge, the public library, and local libraries in general, are in addition instruments of culture. Not only so, but they are, in continuation of our primary and secondary schools, and in co-operation with our universities, the main factor in the intellectual culture of our nation. To those, therefore, who regard intellectual culture as the salt of a nation's life, they stand (together with our religious organizations) in the forefront of the agencies for good on which the future of the nation depends. I am not afraid of putting it as high as that. Not in its wealth, not in its knowledge, not even in its material power, does the ultimate greatness of a nation consist, but in its spiritual and intellectual culture, in the contribution which it makes to the development of the human race. * * * Nevertheless, for most of us, especially at this present time, the condition of intellectual culture is the study of good literature and good art. With art we are not here concerned; but the provision of good litera-

ture, and the guidance of students to the recognition of it, are the functions of libraries and librarians, and therein lies their importance to the nation.

“The more widely diffused political power is, the more vitally necessary it is that the lessons of history, the mediations of social philosophy, aye, and even the ideals of poetry shall be made known to those who exercise that power; and these teachings can only come through books, through libraries, and through librarians.” (*Library Association Record*, Vol. XII, No. 9.)

NEEDS.

From year to year, in the annual reports, our needs have been named, and there seems to be no better policy to pursue than to repeat the numeration of the most important needs from year to year. The following list is therefore submitted, being repeated from the report for 1909:

1. An extensive addition to the Central Library facilities in the shape of an additional new building, monumental in its architecture, convenient and modern in its interior, adjacent to and connecting with the present Central Library Building.

2. Until the erection of such a building, the establishment in converted dwellings adjacent to the Central Building, of those departments, for which we have no facilities in the present building, for example:

- (a) A technological room.

- (b) A young people's room.

- (c) A teacher's room.

- (d) An open shelf room containing a standard library.

3. A sufficient sum of money to enable us to convert the six Branch Libraries first built into open shelf libraries.

4. A sufficiently large book fund to enable us to purchase very much more largely for the branches and to increase the number of duplicates purchased.

5. Sites for Branch Libraries as follows:

(a) To take the place of Station No. 10 in the 10th ward, or the southern part of the 9th ward in the vicinity to the southeast of Greenmount Cemetery.

(b) To take the place of Station No. 11 in the 5th ward in the vicinity of Baltimore and Aisquith streets.

(c) In the vicinity of South Broadway in the 2nd or 3rd ward.

(d) In the vicinity of Collington Square in the 8th ward.

(e) In the vicinity of Lake Montebello in the 8th or 9th ward.

(f) In the vicinity of Homewood in the 12th ward.

(g) In the vicinity of Mt. Royal and Maryland avenues in the 11th ward.

(h) In the vicinity of North and Linden avenues in the 13th or 14th ward.

(i) In the vicinity of Park Heights avenue in the 15th ward.

(j) In the vicinity of Ashburton in the 15th ward.

(k) In the vicinity of North avenue and Pulaski street in the 15th ward.

(l) On the Bloomingdale road at Calverton in the 16th ward.

(m) In the vicinity of Carroll and Irvington in the 20th ward.

(n) In the vicinity of Frederick avenue and McHenry street in the 20th ward.

The greatest need of all is an increased income. Other cities whose income is proportionately much larger than ours find it inadequate for their needs; for example, the Cambridge Public Library, which receives an appropriation of \$23,000 for the support of the Central Library and two Branches, in a city of less than 100,000 population, speaks thus of its lack of funds in its Annual Report for 1910:

"The baleful influence of these unfavorable conditions, which have thus proved a chronic impediment to the growth and public utility of the library, becomes more marked with the constantly increasing demands upon it as an *educational*

institution—educational not merely from its co-operation with the public and private schools, but as a higher school and free ‘university extension,’ so to speak, for the social, industrial, literary, and moral improvement of the entire community. As the trustees have reminded the City Council and the people in former reports, no institution supported by the proceeds of municipal taxation is more ‘democratic,’ in the best sense of the term; and none has a stronger claim for an adequate support.

“The outlay for *books* is the portion of the appropriation for general expenses that invariably has to suffer in such emergencies; and the *people* should understand that they are the real sufferers, though they may not see it.”

After a careful consideration of those needs which seem absolutely indispensable, our Board of Trustees, on October 1, made a request of the city’s Board of Estimates for an appropriation of \$35,000 for the year 1911, and filed with their request the following letter, signed by the President:

“The Board of Trustees of The Enoch Pratt Free Library of Baltimore City respectfully requests that an appropriation of thirty-five thousand dollars be placed in the ordinance of estimates for the year 1911, for the equipment, maintenance and support of said Library, to be expended as follows:

(a) The sum of two thousand, five hundred dollars for the purchase, binding and cataloguing of books for the seven Branch Libraries first established.

(b) The sum of two thousand, five hundred dollars for the maintenance of Branch Library No. 8, on the corner of Eleventh street and Clifton avenue, in Walbrook.

(c) The sum of two thousand dollars for the maintenance of Branch No. 9, Towson and Beason streets, built from the fund given by Andrew Carnegie, Esq., being 10 per cent. of the cost of the building agreed to be paid by the city for maintenance.

(d) The sum of one thousand dollars for the maintenance of Station No. 10, on the corner of Gay and Mott streets.

(e) The sum of one thousand dollars for the maintenance of Station No. 11, on East Baltimore street.

(f) The sum of three thousand dollars for the maintenance of Branch Library No. 12, St. Peter and Barre streets, built from the fund given by Andrew Carnegie, Esq., being 10 per cent. of the cost of the building agreed to be paid by the city for maintenance.

(g) The sum of three thousand dollars for the maintenance of Branch Library No. 13, Patuxent and East Fayette streets, built from the fund given by Andrew Carnegie, Esq., being 10 per cent. of the cost of the building agreed to be paid by the city for maintenance.

(h) The sum of two thousand, five hundred dollars for the maintenance of Branch Library No. 14, Forest Park, built from the fund given by Andrew Carnegie, Esq., being 10 per cent. of the cost of the building agreed to be paid by the city for maintenance.

(i) The sum of two thousand five hundred dollars for the maintenance of Branch No. 15, at the corner of Gorsuch and Taylor avenues, in Homestead, built from the fund given by Andrew Carnegie, Esq., being 10 per cent. of the cost of the building, agreed to be paid by the city for maintenance.

(j) The sum of three thousand dollars for the purchase, binding and cataloguing of books for Branch No. 15.

(k) The sum of seven thousand dollars for the remodeling of Branches 1-6, which were built a number of years since, and do not admit the borrowers to a safe-guarded open access to the shelves. With such remodeling, these Branches will be similar in their interior construction to the new Branches, except that they will have no lecture rooms.

(l) The sum of five thousand dollars for the purchase, binding and cataloguing of books for the Branches built from the Carnegie fund and opened during the year 1910, which sum is required properly to stock these Branches with books.

"In making these requests, which are in addition to the annuity of \$50,000 provided under the original gift of Mr. Enoch Pratt, we are asking for the smallest possible amount

upon which we can properly conduct the Library. There are other needs, such as the increase of the salaries of many of our staff, and certain unusual repairs to the Central Library Building, which are very important, but which we have not included in our request. With strictest economy, the annuity barely suffices for the necessary purchases of books for the Central Library, for the maintenance and usual repairs of the Central Library and the seven Branches first established, and for the salaries of the general officers of the Library and the staff employed at the Central Library and at the seven Branches first established. The growth of the city and the development of the Library, through the increase of its collection of books, and the entrance upon new fields of usefulness, render it imperatively necessary that we should receive larger appropriations, if we are to render sufficient service to the people of Baltimore and fulfill the purpose of our foundation in "the benefit of our whole city."

"Nearly twenty-five years ago the Library was opened with five points of distribution of books, and in the next year there will be sixteen such places, in addition to which we have carried on for the past decade a very important service in the way of sending books to schools and other institutions. The repairs of our buildings, some of which are over twenty-five years old; the maintenance of a collection of books which, in a short time, will number over 300,000 volumes; the replacement of several thousand volumes, which are worn out yearly through use by our patrons; these are among the causes of our need for a greatly increased income.

"Of the items in the above request, those for the maintenance of Branches 9, 12, 13, 14, 15 (*c-f-g-h-i*) are based upon the agreement made by the Mayor and City Council with Mr. Carnegie, at the time that he gave the city half a million dollars for Branch Library buildings.

"The maintenance of Branch No. 8 (*b*) has been placed on the ordinance of estimates for several years, since Mr. Francis A. White gave the building occupied by that Branch, and we

were enabled to open it through this item being included in our appropriations.

"The sum asked for the maintenance of Stations 10 and 11 (*d-e*) have been granted us previously, and through this grant we are enabled to carry on a very important work in the way of training for good citizenship, many of the foreign-born population of our city.

"The amount given for the maintenance of the Branches, while it is sufficient to enable us to purchase some books for the increase of the collections or the replacement of worn-out volumes, is not sufficient to enable us to stock the buildings when they are first opened. The smallest possible sum with which we can adequately provide these new Branches with those standard volumes which are necessary to stock their shelves, is \$3,000, which amount we request for Branch No. 15 (*j*) to be opened in 1911.

"Owing to the fact that we have not received a similar amount for the Branches recently opened, they are very inadequately provided with books, and we, therefore, request the sum of \$5,000 (*l*) so that we may be able, in a more satisfactory way, to supply the needs of the patrons of these libraries.

"For the replacement and increase of the collections of books in the seven libraries first established, the sum of \$2,500 (*a*) is asked, which will give less than \$400 for each Branch. When it is considered that a good portion of this amount must go towards replacing worn out volumes, it will be seen that the sum is as small as can reasonably be requested.

"Unless we receive a sufficient sum to enable us to add to our collections, the best of the newer books which are printed from time to time, we shall fail to satisfy either the desires or the needs of the public.

"During the lifetime of Mr. Pratt, six Branch Libraries were built, and, at the time, they were considered well planned buildings. Library methods have changed in the fourteen years which have elapsed since his death, so that those buildings no longer represent the most modern library ideas.

Inasmuch as we ask for the maintenance of only one additional Branch Library this year, it is a suitable time to request an appropriation for the remodeling of these Branches. (*k*) With the sum asked we shall be able so to readjust the interior arrangement of the buildings as to allow of a safe-guarded access to the books by borrowers, and of the setting apart of a separate portion of the buildings for adult readers. These features, which we have incorporated in our new Branches, are very advantageous in increasing the usefulness of the buildings, and it seems to us extremely important to make the old buildings equal in efficiency to the new ones."

The Board of Estimates, however, felt that the city's finances would not admit of a larger appropriation than \$25,000, and, consequently, that amount is all that we shall receive from the city by way of appropriation in the year 1911. While I have no desire to criticise the action of the Board of Estimates in making this reduction, it is necessary that I call attention to a very serious crippling of our work which must come through the diminution of the amount which we asked and which had been cut by us to the very lowest figure compatible with the absolute needs of the institution.

In a recent address, Supt. D. C. Bliss of Brockton, Mass., said: "Taxpayers have a right to insist that they receive the value of a dollar for every dollar expended, but they have no right to demand an efficiency equal to the best, and at the same time refuse to meet the necessary expense."

This statement is absolutely true. At the time that Mr. Pratt's munificence established the Library, scarcely any city, except Boston, was better equipped than Baltimore. In the intervening quarter of a century, other cities have increased by leaps and bounds the amounts appropriated for public libraries, so that at present Baltimore's public library income is far less than that of any city which is comparable to ours. Whether a town be large or small, an adequate income is necessary for the efficient working of any institution. In the

report of the Public Library at Eau Claire, Wisconsin, for 1910, it is stated that

"The library must soon fall off in efficiency unless the appropriation for its maintenance can be slightly increased. Very much the larger portion of the expenses of running the library are in the nature of fixed charges, and the deterioration in the books themselves is much greater than is appreciated by the general public. Obviously only such part of the annual appropriation can be used to enlarge or permanently improve the library itself as is left, after paying all running expenses, including re-binding and replacing standard works of reference, etc., which have been worn out."

Such a statement is just as true for a great city like Baltimore as for a smaller town. Year after year I have recommended that the Library engage in new kinds of work or make improvements in its existing methods, and a hard necessity has forced us to continue our work without the desired changes. In fact, it is a marvel that we are able to accomplish so much with the meagre resources at our command, and but for the strictest economy and hearty co-operation of all of our staff, the results obtained would be impossible. It is interesting to note that the city of Grand Rapids, which has a population of about 100,000 people, raised by general taxation in the year 1909, the sum of \$33,412, in addition to which \$6,000 from fines in the city courts went into the Library treasury, making a total of \$39,412, while all that the City of Baltimore appropriates for Library purposes is \$25,000. So long as this condition continues, it is idle to hope for great forward steps in Baltimore. According to the figures for 1909, there were 80,363 children enrolled in the schools of Baltimore, for the maintenance of which schools the city appropriated \$1,696,025. No one would wish to diminish the amount appropriated for the public schools, but surely the public library with its 40,796 borrowers, which is the only educational institution supported by the city for the adults who have left the Baltimore schools, and which supplements the work of the school with the school children, is entitled to re-

ceive an amount comparable to that appropriated for library purposes in other cities.

The appropriation for the support of the Washington (D. C.) Public Library last year was \$61,140. There is but one building at present occupied by that library, and the trustees complain bitterly of the inadequate income, although their expenditures were \$66,583. Granting that their income is inadequate, how much more inadequate ours is, will be seen from the statement that if we had an appropriation proportionate to population, we should receive \$103,096 a year, inasmuch as the population of Washington according to the Federal Census 1910 is only 331,069, while that of Baltimore is 558,485. We must furthermore take into account the fourteen Branches and Stations which we maintain, and to which there is no parallel in Washington.

ORDER AND ACCESSION DEPARTMENT.

The total number of books now on our accession catalogues is 276,849. During the year 19,375 books were accessioned, of which 4,391 were replacements. Since the opening of the Library 78,834 books have been condemned and withdrawn from circulation; 7,398 of these were condemned during the past year.

During the year 5,636 volumes were added to the Central Library; to Branch No. 1, 65; Branch No. 2, 64; Branch No. 3, 36; Branch No. 4, 41; Branch No. 5, 31; Branch No. 6, 43; Branch No. 7, 39; Branch No. 8, 299; Branch No. 9, 2,798; Station No. 10, 369; Station No. 11, 397; Branch No. 12, 119; Branch No. 13, 3,267; Branch No. 14, 3,025.

The total number of books now accessioned for the Central Library is 175,613 and for the Branches as follows: Branch No. 1, 14,358; Branch No. 2, 13,412; Branch No. 3, 11,093; Branch No. 4, 11,011; Branch No. 5, 13,311; Branch No. 6, 11,659; Branch No. 7, 7,445; Branch No. 8, 3,800; Branch No. 9, 3,054; Station No. 10, 660; Station No. 11,

661; Branch No. 12, 4,031; Branch No. 13, 3,443; Branch No. 14, 3,298.

Of the books upon the accession records of the Central Library, the following are placed in the Stations, viz: Station No. 10, 930; Station No. 11, 1,303; so that the true number in the Central Library is 173,380.

In a recent address it was stated that:

"The function of the library as an institution of society is the development and enrichment of human life in the entire community, by bringing to all the people the books that belong to them and fit their respective conditions."

(History of the Indiana Library Association, by Harlow Lindley, Library Occurrent. Dec., 1909, Vol. 2, No. 5.)

The public library is, after all, a collection of books. Suitable buildings and a properly equipped library staff are vitally important, and yet that which differentiates the public library from other institutions, is that it is the institution which provides books for the reading of the people. The importance of this is well stated by Mr. Robert J. Aley in an address entitled "Books and High School Pupils," in which he says:

"The wisdom of the past, the instruction of the present, and the prophecy of the future are all contained in books. If one would prevent mistakes he must know past failures. If one would build a structure of permanence, he must rest it upon the foundations that the past has proven. If he would enjoy the calm and repose that make for power, he must find the elements of these qualities in the experience of the past. If he would have the companionship that is satisfying, he must find it in the men who have recorded their thoughts in books."

(Addresses and Proceedings of the National Education Association, 1909, page 844.)

It is most desirable that every man should own books for himself, and William Ellery Channing once said: "Nothing can supply the place of books. They are cheering or soothing companions in solitude, illness, affliction. The wealth of both continents would not compensate for the good they impart.

Let every man, if possible, gather some good books under his roof. Almost any luxury should be sacrificed to this."

Our people are not purchasing books for private libraries as extensively as they should. We devote proportionately too much time to the reading of ephemeral publications and too little to the standard works. It is the duty of the public library to furnish such works to the people of the community, whether the readers have no libraries, or their libraries are not extensive enough to contain the books desired. Mr. E. E. Slosson, in a recent article in the Independent, said: That the "primary purpose" of the public library is "to keep on hand the books that are needed, but cannot readily be obtained elsewhere." We have been considerably limited in our purchase of books during the past year because of lack of funds, and, inasmuch as the Board of Estimates in the fall of 1909 felt themselves unable to appropriate as much money for this purpose as we asked, we were obliged to open our new Branch Libraries with a smaller stock than we wished. We were able, however, by careful search in catalogues of antiquarian booksellers and on the shelves of those who deal in second hand books and in remainders of editions, to procure a nucleus of a collection of interesting and useful books for these new Branch Libraries. The work of this department of the Library has much increased during the year, because of the new Branches.

The general public does not usually consider how large an item in the expenditure of books, is that for the replacement of those which have been worn out by use. It has been estimated that a number of volumes, amounting to about 10 per cent. of the home circulation, are worn out in a public library every year. We have found, as did the Malden Public Library, that "the modern public library, serving a large and heterogeneous community, is a devourer of books, which it destroys by wear and tear—sometimes by waste; and each year shows an increasing quantity of books, usually of the popular classes, which are worn out or damaged beyond use."

Those who receive our worn out books are often warmly appreciative of them, for example, a teacher in Dame's

Quarter writes concerning that place: "I am the principal of a Grammar school at this place, and I am writing to you, to ask you if you will be good enough to let us have some of your discarded books to form a school library with. This little community is so situated that we are eighteen miles from the nearest railroad station, Princess Anne, and eight miles from the nearest boat landing, Deal's Island.

"I am endeavoring to bring these children up to a high intellectual standard, and without good books I cannot do it. Taking the community as a whole, they do not appreciate good literature, hence my desire to cultivate it in the young. My pupils range in age from eighteen to nine years and if it is possible for you to send literature appropriate for them I will thank you."

We also quote a letter expressing the thanks of a teacher at Chaney, who had just received a box of our worn out books, as follows: "The books reached me today, for which please accept my thanks. We do not live near enough to any town to have access to a circulating library, and the books you have sent are greatly appreciated. Many of them I can use in my school, and the others I will loan to patrons and to friends of my pupils."

We also quote the following letter, received from the Librarian of the Berlin Free Library, to which we sent some of our condemned books: "The box of books just received, and we are most grateful to you for the gift. The titles of many of the books recall such pleasant hours of my own reading that I can understand what they will mean to our people here, who have had such limited opportunities in the reading line. With thanks and continued appreciation of your substantial help and encouragement, * * *."

The usual stock-taking was prosecuted with care, and its result is as follows: There were missing from the Central Library 110; Branch No. 1, 6; Branch No. 2, 8; Branch No. 3, 12; Branch No. 4, 4; Branch No. 5, 4; Branch No. 6, 6; Branch No. 7, 2; Branch No. 8, 6; Station No. 11, 31; Branch No. 12, 33. Since the Library was opened in 1885, we have

lost 926 books, divided as follows: Central Library, 593; Branch No. 1, 57; Branch No. 2, 27; Branch No. 3, 36; Branch No. 4, 18; Branch No. 5, 13; Branch No. 6, 39; Branch No. 7, 5; Branch No. 8, 10; Branch No. 9, 5; Station No. 10, 33; Station No. 11, 41; Branch 12, 49. The loss this year was 1 to every 3,225 books circulated. From the beginning the loss has been 1 to every 16,889 books circulated.

The number of books reported as missing this year is larger than ever before. This increase is due not to the fact that our books are less carefully guarded, but rather to the increase of the number of volumes on open shelves through the opening of the new libraries. Even with a safe-guarded open access books disappear.

The growth in the work of this department caused the appointment of an additional clerk in it at the beginning of the year, whose time is almost entirely given to the condemning and withdrawing of books and the accessioning of replacements.

The shipments from our English, German and French agents were received with considerable promptness. The back orders were checked up as usual, and lists of shorts were prepared. Our former American agent having gone out of business, a new agent was appointed in June, whose service has been quite satisfactory. The order work has been brought up to date and the lists are prepared more promptly than ever before, but owing to the small amount of money which we can use for the purchase of books, we are sometimes obliged to hold back a list from purchase for a while, after it has been approved by the Board of Trustees.

The buying of books for Branch No. 15 is going along very smoothly, and so far we have bought some very good books, mostly from second hand dealers, but in very good condition. The buying of second hand and remainder books for the new branches was done by the head of this department during the last quarter of the year. She reports that "it is very interesting, and each time I go I find it less tedious, but this work cannot be done hurriedly; it requires care and thought to keep from

duplicating, and I handle each book to avoid getting cheap editions. I think I have succeeded in getting about one thousand five hundred books from the various dealers I have visited.

"We have received during the year a number of unusually large invoices from England; several smaller invoices of German, Swedish, French, Spanish and Italian works. The Christmas rush with our local agent held our orders back, but the beginning of the new year will find ourselves packed with books ready to be accessioned.

"There is still a decided decrease in the number of books condemned and replaced, compared with last year; this, I think, is largely due to the Chivers Special Binding which proves very satisfactory. The replacement work is kept strictly up to date, and the clerk in charge of it is able to give quite a good deal of time to the copying and looking up of the A. L. A. Catalogue for Branches, which work is coming along nicely."

Of the 19,375 volumes accessioned for the Library during the year, 766 were bound magazines and periodicals, 833 were donations (including the deposit of U. S. Documents) and 17,776 were purchased at an average cost of \$.94½ per volume.

CATALOGUE DEPARTMENT.

In this department, the revision of the catalogue, in the classes Poetry and Drama, has been begun with the view to the publication of a new edition of the Finding List for these classes. Every entry has been verified with the shelf list and a considerable amount of recataloguing has been done. We are planning to issue a title list of the plays in the Library, as a portion of the proposed part of the Finding List, and feel sure that such a list will be of great use. The reclassification of the French books by Miss Oliver, has made possible the recataloguing of a number of French poems and plays. All of the foreign cards have now been filed, and our official card catalogue consists now of but one alphabet, which is a great

gain. The cutting of the cards to standard size has been completed.

Several long lists of discarded books have been checked up. The usual weekly bulletin of accessions was typewritten, and the copy was prepared for the Annual Bulletin. The number of cards added to the catalogue was remarkably large, though we could have accomplished even more work if it had not been for the numerous changes in the force of cataloguers. The Branch work has taken much time and has been very efficiently carried on. Most of the time of the clerks on this work has been taken by the cataloguing of books for the new Branches, which books have been numbered in white ink and present an attractive appearance. All rebound and replaced books for Branches are now classified under the Central Library number, before they are sent to the Branches. This keeps them a little longer from the public, but it is well worth while in lessening the work of reclassification, which must be done in the future. The list of subject headings (A-B) followed by the Library of Congress cards, came just at the proper time for comparison with our handling the cards for that same section of the alphabet. The few changes we find it necessary to make in these cards are not worth comment, in view of the advantages. I regret very much the small percentage of cards obtainable for Poetry and Drama, this being one of the classes as yet uncatalogued by the Library of Congress. Good progress, however, in recataloguing is being made without them.

The accession cards are fast filling the small space allotted them, and some provision must soon be provided.

Quite a large number of foreign books were catalogued and many more are waiting. The last week of September a number of volumes of German literature, mainly fiction, was received. Work on these books was begun at once, as they are much called for.

During the year there were added to the card catalogue of the Central Library 24,798 cards, in addition to which cards were made for the public card catalogues of the Central Library and Branches and for copy for the finding list of the

Central Library. The titles of 13,697 books suggested for purchase were looked up.

On the invitation of the Library of Congress, The Enoch Pratt Free Library arranged, in November, to co-operate with the National Library by furnishing copy for printed catalogue cards. During the past year the Library of Congress has tried the experiment of securing "copy" from outside libraries, in order to make the card distribution more effective and to render the depository catalogues and its Union catalogue more complete records of books in American libraries. Only "large and highly specialized libraries (particularly those having expert cataloguers qualified to prepare and proofread copy which can be printed without revision, a depository set of the Library of Congress cards, and other bibliographic aids) whose current accessions of books will substantially supplement the current accessions of the Library of Congress," have been asked to co-operate. This compliment to our catalogue department was all the more appreciated, as up to the present time the co-operative work has been largely done by the university libraries throughout the country. The requirement of a depository set of cards has been waived, because of the neighboring set in the Johns Hopkins University Library.

The expressions of approval by the library authorities, of the copy sent in, have been very gratifying, but to accomplish good results requires a great deal of time. Up to the first of the year, copy has been furnished for 221 titles, principally for Everyman's Library, but every few days cards are asked for several other works.

"The changing of the Branch shelf numbers means at least seven changes, as the recataloguing for all copies of the books at the older Branches is done at once. In this way the work is simplified, since the records are handled but once, and in time a complete public card catalogue will be provided. In the coming year we hope to change most of the old Branch numbers. This work is due the public, inasmuch as they have no Branch Finding List to consult, and will give us greater satisfaction in keeping our records.

"During the last quarter 931 books were changed to Central classification. Some very incomplete cataloguing is discovered as the cards are taken out for the assignment of Central numbers. It means, at once, adjustment. The Library of Congress cards are ordered and in consequence the public catalogue is benefited as well as the official one. I cannot resist saying again how greatly the Library of Congress cards further the work; I would not dare to say what would happen without them, under present conditions.

"Quite a number of foreign books—German and French principally—were catalogued, Dante and Shakespeare taking first place for recataloguing, but pressure of other work unfortunately forced suspension of preparation for the second part of the Central Library Finding List.

"As usual, the exchange of cataloguers was made the first of each month. A knowledge both of Central and Branch work is gained in this way, and ought to mean a great deal to those really interested in the work."

PUBLICATIONS.

The annual report for 1909 and the Bulletin of accessions for that year, comprising seventy-nine pages, were published in February. Considerable work was done toward the re-printing of the second part of the Central Library Finding List containing titles of works upon English literature and in the classes of poetry and drama.

REGISTRATION.

There are now 40,796 borrowers' cards in force; 205,596 borrowers' cards and 50,772 students' cards have been issued from the beginning. During the year 2,673 students' cards were issued. Two hundred and forty-seven institutions representing 20,050 books, are entitled to the use of the Library. The registrations for the year amounted to 10,174, of which number cards were obtained at the Central Library for 2,703;

Branch No. 1, 596; Branch No. 2, 669; Branch No. 3, 574; Branch No. 4, 463; Branch No. 5, 873; Branch No. 6, 460; Branch No. 7, 202; Branch No. 8, 212; Branch No. 9, 320; Station No. 10, 362; Station No. 11, 679; Branch No. 12, 376; Branch No. 13, 1,490; Branch No. 14, 195.

Forty-one cards were issued temporarily on a deposit of a sum of money.

The number of registered borrowers at present is greater than it has been for a number of years past. This increase may be largely attributed to the opening of new Branches, enabling people who have not previously found access to the Library convenient, to make use of the new buildings. On January 1, 1908, there were 35,958 borrowers' cards in force. A year later the number was 37,544. On January 1, 1910, it was 38,979, and now it is 40,796.

During the year the following new points of distribution were added to our list: Maryland Diocesan Library, St. Philip's and St. James' Parish Roman Catholic Sunday School, St. Ann's Roman Catholic Sunday School, St. Bernard's Roman Catholic Sunday School, Hebrew Sheltering Home for Children, Northeastern Boys' Association, and a class at the Young Women's Christian Association.

Of the institutions granted the privilege of drawing books, sixty-four have drawn books during the year. These institutions have drawn the following number of books in 1910: Baltimore City College, 2; Eastern High School, 444; Maryland State Normal School, 60; Preparatory School One, 2; Teachers' Training School, 2; Western High School, 81; School Twelve, 665; School Twenty-one, 380; School Twenty-nine, 347; School Thirty, 2,883; School Forty-two, 1,251; School Fifty-nine, 1,077; School Sixty-four, 925; School Seventy-seven, 147; School Seventy-nine, 141; School Eighty, 195; School One Hundred and Nine, 191; Playground in City Spring, 54; in School Twenty-five, 100; in School Fifty-eight, 141; in West Woodberry, 19; Arundel School, 4; Bryn Mawr School, 305; St. Paul's School for Boys, 3; Woman's College, Department of History, 349; Female House of Refuge, 1079;

Maryland School for Boys, 475; Central Presbyterian Church Mission Study Class, 9; Emanuel Reformed Episcopal Church Sunday School, 479; Epworth Methodist Episcopal Church Sunday School, 588; Faith Reformed Church Sunday School, 250; First Methodist Episcopal Church Sunday School, 682; First Presbyterian Church Mission Study Class, 24; German Immanuel Reformed Church Sunday School, 683; Girls' Friendly Society of St. Paul's House, 135; Guilford Ave. Methodist Episcopal Church Sunday School, 261; Independent Methodist Church of Redeemer, 138; Madison Ave. Methodist Episcopal Church Sunday School, 438; Olive Branch United Evangelical Church Sunday School, 715; St. Ann's Roman Catholic Church Sunday School, 173; St. Paul's Reformed Church Sunday School, 1,100; St. Philip's and St. James' Parish Roman Catholic Sunday School, 371; St. Stephen's Reformed Church Sunday School, 478; Strawbridge Methodist Episcopal Church Sunday School, 779; Arundel Club, 3; Baltimore Athletic Club, 1,056; Baltimore Club, 621; Handicraft Club, 31; Northeastern Boys' Club, 40; University Club, 606; Post Office, Station J, 100; Post Office, Station N, 808; Police Headquarters, 601; Northwestern Police Station, 25; Baltimore American, 3; The Sun, 19; Hebrew Children's Sheltering Home, 28; Young Boys' Christian Association, 89; Young Women's Christian Association, East Branch, 268; Fort McHenry, 1,389; Gilpin Langdon & Co., 1,340; Hochschild, Kohn & Co., 1,689; Maryland Diocesan Library, 1; Robert Garrett Hospital, 261.

The classification of the institutions drawing books during the year is as follows: Public Schools, 17; Private Schools, 4; Reformatory Institutions, 2; Sunday Schools and other church organizations, 17; Playgrounds, 4; Clubs, 6; Post Offices, 2; Police Stations, 2; Newspapers, 2; Miscellaneous, 8.

CENTRAL LIBRARY BUILDING.

For many years our annual reports have called attention to the need of additional space at the Central Library, and we

can echo the words of Mr. H. M. Utley, Librarian of Detroit, Michigan, Public Library in his 45th Annual Report.

"The situation in regard to the main building is practically unchanged, unless it be for the worse, since there has been added to an already over-crowded storehouse a year's purchase of new books. The particular deficiencies in the main building need not be here repeated, as they have already been so often pointed out in detail.

"In the meantime the library staff in the main building must work under most discouraging conditions, must helplessly watch the more effective method for handling library matters in vogue in other cities where proper facilities are furnished, and finally must see pass by, ungrasped, opportunities for essentially widening the sphere of usefulness of this institution."

No changes were made at the building during the year, and our lack of funds forced us to postpone to some future time the frescoing of the Reading and Trustees rooms, although this work is greatly needed.

On January 22 the real estate owned by the Library was increased by the purchase of the dwelling, No. 400 Cathedral Street, from the heirs of the late Dr. Felix Jenkins. Inasmuch as we did not have sufficient income to enable us to utilize this building at once, it has been rented for the present, but I hope that in the future we shall be able to extend the usefulness of the Central Library by occupying it for some of our departments.

REFERENCE DEPARTMENT.

The reference department has had a busier year than ever. It is applied to by all sorts of people on all sorts of subjects, and the queries constantly sent in or directly asked at the desk, take much time in their answering. The Baltimore News and the Sun have made great use of this department. Indeed the greater part of some days has been spent in looking up material for these newspapers. The students of the various colleges and other educational institutions in the city and vicinity have also used the Library very extensively. Especially has this been

the case with those enrolled at Goucher College, the Maryland College at Lutherville, and the Hannah More Academy. At times during the winter, the reading room is nearly filled with young women who are connected with these institutions. Many and curious have been the questions proposed to us, and we are pleased to say that seldom do our patrons leave without getting the desired information. This success is due greatly, we must admit, to the varied collection of reference books at our disposal.

The members of various reading clubs of the city resumed study with greater interest than before. Church societies, too, have likewise been making progress in the study of the Holy Land, the manners and customs of its ancient peoples.

Animated debates on the great questions of the day—Woman's Suffrage, Railroad Control, Postal Savings Banks, Election of Senators, etc.—have been going on, and arguments have been sought in the never failing Poole's index.

The Public Lecture Bureau sent a number of their bulletins here for distribution. These have been quite helpful, as they contain subject and dates of lectures on many interesting topics, notices of which were previously posted on the bulletin board.

The opera, too, has been the occasion of some real study among the musical people of our city. Lists of the various operas, together with the history of each, have been made for general information.

A number of topographic maps were received from the U. S. Geological Survey and were classified in our collection.

The bulletin board with its lists on the current topics has been attractive and useful to readers.

The annual stock-taking of books was completed in June, and it is with great delight that we are able to report that not a single book in this department is missing. Every volume has been accounted for.

Owing to the constant use and the great wear on the books, we find that the number of magazines and encyclopædias that

have been sent to be repaired lately, has been greater than ever before; whole sets in fact, have had to be rebound.

The intense heat of the summer naturally caused a falling off of the attendance in the Reading Room. The circulation of periodicals showed a decrease, but the reference work kept up remarkably well.

The regular work of collating and preparing volumes for the binder has been steadily going on, together with many other duties of this department. Most of the volumes for the first half of 1910 are already on our shelves. Unfortunately, there is now little room left for the volumes as they return.

We have now used the very last available space on the shelves, and it is a question what to do with the incoming volumes. We are absolutely so crowded that it seems as if the next invoice of bound volumes must be consigned to the floor—this of course we are loath to do, but all the space has been used.

We were fortunate enough to have recently secured two sets of magazines indexed in Poole viz, Naval Magazine & Kansas City Review of Science and Industry. Each addition of Poole helps to further the great work of reference.

In order further to aid our patrons, in June, we placed on a table in the Reading Room, circulars of railroads and steamship companies, etc.: these various pamphlets offer suggestions and give full explanation to all seeking information concerning the various resorts.

In December the Christmas spirit seemed to take hold of everyone, and rightly, too. The schools, Sunday Schools, literary clubs, all were anxious to give something in the way of entertainments, readings, etc., during this season, and we found it difficult to reserve the Christmas books for reference, so great was the demand for them. Fortunately, our old stand-by, Poole's Index, came to our assistance, and furnished us with legends and many articles relating to Christmas and its observances.

The list of periodicals has been revised for the year 1911. Great care has been given to the selection of magazines, both

for the Central and Branch Libraries; and as the number of Branches is fast increasing, it has become quite an undertaking to provide for each Branch such magazines as are considered most suitable. It may be of some interest to note the increased number of magazines now subscribed to, compared to that of previous years: as, for example, where formerly nine copies of a certain periodical sufficed both for Central and the Branches, at present, seventeen numbers of the same magazine are required.

Recently, a new duty has been assigned to this department. All correspondence connected with the work of the reference department is now attended to here: this change was made for a two-fold reason—first, that time might be saved, and secondly, the letter-writing was considered properly a part of the work of this division.

As the saving of time is one of the great considerations of the day, a telephone has lately been installed here.

A new typewriter has just been given to this department, for which we are most grateful.

The Reading Room of the Central Library was open every secular day of the year from 9 A. M. to 10 P. M., except during July and August, when it was closed at 9 P. M. On Sundays and holidays, except during the period from June 1 to October 1, and on Christmas, the Reading Room has been open from 2 to 7 P. M. The use on holidays and Sundays has been sufficient to warrant continuing such opening except during the warm weather. There are 400 current periodicals on file. The largest circulation occurred on February 19 when 494 periodicals were used, and the smallest on July 1, when 163 periodicals were used. The Sunday and holiday circulation varied from 38 on May 30, to 167 on January 9. Ninety-seven thousand eight hundred and sixteen magazines were used in the Reading Room during the year, as against 110,719 in the previous year. The Reading Room was open 305 secular days, 34 Sundays and 5 holidays, or 344 days in all.

BINDERY AND REPAIR SHOP.

During the year the use of American Russia as a material for binding has been largely abandoned, owing to its lack of durability, and it has been replaced by Library Buckram, which gives much greater satisfaction and is slightly less expensive.

The training of apprentices in this Department has taken considerable time, and yet it is worth while to have all our appointees understand the bindery work. The result of that knowledge has been that we have been able to operate this department with no increase in the force, although the number of buildings has increased. We shall, however, find it necessary in the near future to increase the number of persons employed in this department.

The bindery department has the following record: Books mended, 72,105; books sewed, 5,104; books bound in Library, 253; books bound by outside binders, 887; books rebound by outside binders, 7,001. Of the number of books mended, 30,556 were mended at the Central Library; at Branch No. 1, 7,343; Branch No. 2, 934; Branch No. 3, 4,170; Branch No. 4, 3,464; Branch No. 5, 5,398; Branch No. 6, 3,940; Branch No. 7, 3,666; Branch No. 8, 3,599; Branch No. 9, 967; Station No. 10, 1,071; Station No. 11, 2,363; Branch No. 12, 2,232; Branch No. 13, 2,327; Branch No. 14, 175.

Of the total number of books sewed, 1,377 were sewed at the Central Library and at the Branches as follows: Branch No. 1, 441; Branch No. 2, 254; Branch No. 3, 316; Branch No. 4, 290; Branch No. 5, 468; Branch No. 6, 251; Branch No. 7, 488; Branch No. 8, 121; Branch No. 9, 101; Branch No. 12, 352; Branch No. 13, 627; Branch No. 14, 18.

CIRCULATION—CENTRAL LIBRARY.

The books on selected subjects, placed on the uppermost shelf in the delivery room showcase, show the following results: In January 715 books were circulated in European History as against 413 in 1909; in February 397 books were

circulated in Natural History as against 248 in 1909; in March 447 books were circulated in Military, Naval and Recreative Arts, as against 293 in 1909; in April we circulated 581 books in American history as against 348 in 1909; in May we circulated 362 in Political and Social Science as against 239 in 1909; in June we circulated 277 books in History—Asiatic, African, etc., as against 151 in 1909; in July we circulated 276 in Biography as against 198 in 1909; in August we circulated 226 in Voyages and Travel as against 75 in 1909, and in September we circulated 332 in Religion as against 281 in 1909; in October we circulated 404 in Poetry as against 365 in 1909; in November we circulated 429 books in Natural Science as against 287 in 1909; in December we circulated 122 in Law as against 95 in 1909.

During the year the home circulation from the Central Library amounted to 231,269 volumes, of which number 169,040 or 73 per cent. were works of fiction. In addition there were sent to schools and institutions 27,720 volumes, of which number 20,049 or 72 per cent. were works of fiction. The Library was open for the circulation of books 305 days. At the Central Library, February 19, was the day of largest circulation, when 1,829 volumes were given out. The smallest circulation occurred on September 12, when 403 volumes were used. The average daily circulation was 1,102. These figures do not include reference use on Sundays.

The average circulation of each book in the Central Library was 1.97. Considerable use is made of the privilege of renewal, which is granted for books not English fiction, that have been in the library for more than a year and are not especially withdrawn from renewal.

During the year 568 notices reserving books have been sent out. This reservation is made for a period of twenty-four hours, of all books except fiction, upon the borrower depositing two cents with the Library. A notice is then sent him, when the book is returned to the Library, and the book is kept subject to his order for twenty-four hours.

Although we have had no increase in the circulation from the Central Library, it is a noteworthy fact that the number of books given out over our delivery counter here has not largely diminished, in spite of the fact that we have opened new Branch Libraries. It seems that in Baltimore as in Detroit (45th Report of the Librarian for 1909) it may be said that:

"Our experience has been that the establishment of branches in remote sections of the city did not diminish the circulation of the Central Library. This seems to make it evident that the patrons of the branches are not, to any extent, persons who had hitherto made use of the Library at all, but had been attracted to the use of books, by the location of a branch convenient to their homes."

It is extremely hard to tell why circulation increases or decreases. During the last year or two many of the large libraries of the country found a decrease in their circulation of books and a series of articles upon this subject was printed by several librarians in the magazine, "Public Libraries," for July, 1910. The 58th Annual Report of the Boston Public Library contained some acute remarks upon the subject:

"The circulation is affected by various influences, some of which cannot be easily traced. For example, the constant increase in the reference use of books within the reading rooms, promoted by closer co-operation with the public and parochial schools and other institutions of learning, reduces, to a certain extent, the number of volumes taken out for home use. Periods of fine weather, offering opportunities for out-of-door recreation, diminish the use of books for home reading. Whenever business is active and full employment becomes general, less attention is given to books, and the library circulation declines. These influences, and others which are purely local and perhaps transitory, such as changes in the character of the population of a particular district, the removal of a library station from one location to another, diminution in the supply of new books on account of a reduced appropriation, affect the recorded circulation, and should be

taken into account in drawing inferences from comparisons based upon the figures, even between two successive years."

The return of prosperity to the country, the growth of moving picture shows, the easy means of transportation to the country, are also among the reasons assigned for inducing people to make less of a use of public libraries.

Of course, circulation may be stimulated by the purchase of an excessive number of copies of the books of the moment, yet it is very true that a greater amount of money wisely expended in the purchase of books will lead to a larger circulation. In this connection it is interesting to read in the Fifth Annual Report of the Free Public Library of Jacksonville, Fla., the efficient head of which institution was formerly in charge of the Maryland Diocesan Library, the following remarks:

"The children read now as much as they probably should, the large number of new and attractive stories, when the library was new, leading them to read more than they could properly digest. It is unlikely that the circulation will materially increase, until a larger force and appropriations permit the library to cater to special needs of the community more than it is able to do at the present time."

Our work in circulating books has been with the endeavor to reach all classes of people. To the educated or to those who are in the schools, we have striven to furnish such books as they desired, but we have also borne in mind that purpose of our foundation which was so well expressed in the 11th Annual Report of the Cedar Rapids Public Library, namely:

"The library tries to inspire young people who have not taken the mental training usually gained in high school or college with a desire for this training, and to provide the necessary tools, books, pictures and music, for laying the foundations of their life's work."

During the year, the opening of the new Branches has caused a great many changes in this department on account of promotions, and there have also been a number of resignations, both

among the women and the boys. In her report, the Superintendent of Circulation states:

"There is a lack of individuality in choice of reading. I remember when we had readers of Scott and Thackeray, devotees of the classics as well as lovers of lighter literature. Now, with one accord, readers want the latest publications. One of the most exasperating experiences is to select a good interesting story for someone, only to be confronted with: 'Is it new?'

"The circulation department always suffers a great loss of numbers during the heated term. Those who have the courage to come are for the greater part fiction readers, and if it were classic fiction, we would be amply able to supply them. The most exasperating feature is, that people come and register, and then walk over to the Delivery Room and ask for everything which the Library does not have, and go away disgusted.

"We will have to stop buying books or find some means of increasing shelf room. The books are piled on top of each other and in front of others in some places. It is very difficult to keep them in order.

"There are some very bright young women in training for positions and we have been very fortunate in being able to secure satisfactory substitutes during the summer season, and efficient persons to appoint to vacancies."

A great deal of time is taken in training these apprentices, but such apprentice training is a necessary part of the work of the large public libraries in America, and it may be that in the growth of our work, we shall be forced to form regular training classes as is done in several other cities. We must offer greater inducements to obtain a sufficient supply of suitable persons. Our list of apprentices and substitutes is quite small at present.

The annual stock-taking was made in May and June. The books were so crowded upon the shelves that straightening them was a difficult matter.

I had hoped that at least one-half of the volumes reported missing at stock-taking would be found, but only a few have come to light. I do not think that people are becoming more dishonest, or our clerks more careless. In the spring, when the books and shelves are dusted, some will no doubt be found.

The public card catalogue in the Registration Room is greatly used. It has nearly outgrown its quarters and a new case is needed. In addition to containing cards for all books added to the Library, or re-catalogued, since December 1, 1905, it is a complete catalogue for the works of fiction and has been largely increased during the year, in the divisions, poetry and drama. Judging from the statistics of our circulation, the people who draw at least 85 per cent. of the books, are satisfactorily served by the present incomplete public card catalogue. Of course, we should not be satisfied with this, but should push to a conclusion as fast as possible the task of completing this catalogue. To do this, will, however, involve an expense of several thousand dollars, so that we cannot accomplish the task as early as we should like. In the meanwhile, with our available means, we shall continue the work in which we have been engaged for the past twenty-five years, of endeavoring to place the works of the best writers in the hands of the people of Baltimore, feeling sure that in so doing, we are rendering a great service to our people, and thoroughly agreeing with Macy's statement in his recent "Child's Guide to Reading," that "The human race for thousands of years has been writing its experiences, telling how it has met our everlasting problems, how it has struggled with darkness and rejoiced in light. What fools we should be to try to live our lives without the guidance and inspiration of the generations that have gone before, without the joy, encouragement, and sympathy that the best imaginations of our generation are distilling into words. For literature is simply life selected and condensed into books."

Our German patrons are complaining because we do not have a Finding List containing German books only. The

clerks try to keep the case in the Delivery Room well supplied with the latest accessions, but space in the case is limited.

The monthly bulletins and the catalogues of other libraries have all been neatly arranged on shelves in the Delivery Room.

OUTSIDE DELIVERY.

Although we render very important services to teachers and scholars in the various educational institutions of the city, through our reference department and through the circulation of books to individual borrowers, yet a large part of our co-operation with schools would be lost had we not opened this department of the Institution a decade since, and endeavored consistently from that time to render to the schools, through the delivery of books in boxes, such service as our financial ability allowed. It is interesting to see that the teachers, as year by year passes, appreciate more fully their need of services which can only be rendered by the Library. In the *Elementary School Teacher* for March, 1910, p. 347, for example, there appeared an article in which the following sentiments were expressed:

"The possibilities of the library in connection with school work have never been fully realized by teachers. * * *

"The best kind of supplementary reading is that which the children get by going to books in the library. Such supplementary reading not only yields information, but it gives training in the methods of research which will be of lasting benefit throughout life. A body of facts which the pupil has "run down" in the library is very much more significant for his training than a body of facts set forth in some short book, which requires nothing of the pupil but the effort of reading. The difficulties which the child encounters, when he tries to "run down" the facts for himself, are the familiar difficulties of finding readily what is in a large collection of books. The searching of books is an art in itself. Someone must go over the books and make the matter in them accessible. Someone must help the child at first to approach books intelligently.

Thus we come again to the conclusion that teachers should learn to use books and to guide children in the use of books."

At the meeting of the National Education Association for 1909, an address was delivered by Charles E. Chadsey on "What Does Each, the Library and the Public School, Contribute to the Making of the Educated Man?" in which the speaker said:

"The relative importance of the contribution of the library to the making of the educated man will not diminish through any changes in school curricula which are destined to come. The public school must remain the institution which initiates forces which will develop the educated man. The library must continue to be the vital factor in his final unfolding into real power."

Our feeling with reference to the relation of the libraries and schools is expressed so well in the Fifty-eighth Report of the Boston Public Library that we cannot do better than to quote therefrom:

"Not only is the collection of the central library used as a reservoir from which books may be drawn for the use in the branches and reading rooms, but each of the branches and reading rooms is in itself a reservoir from which books are drawn for the use by teachers in schools in its immediate vicinity.

"We desire in this connection, however, to renew the suggestion contained in our last report, that the library cannot be made a mere adjunct to the schools, without impairing its efficiency for public use, which is the main purpose for which it is designed and should be maintained. It must also be borne in mind that, so far as the library aids the schools by doing that which the schools would otherwise be required to do, it adds to its own expenses and correspondingly reduces the expenses of the schools. The question of how far the library ought, with due regard to its other work, or can, within the appropriations made for it by the city council, increase its work with the schools is, therefore, important, and requires constant and careful consideration."

One hundred and seventeen books were sent through the mails to blind persons during the year.

Annual stock-taking at the Branches and Stations was carried on by this Department in May, June and November.

The Superintendent of this Department states :

"Two Sunday Schools, Olive Branch Methodist and St. Paul's Reformed, along with several other points of distribution, namely: Hochschild, Kohn & Co., Gilpin-Langdon Co., Fort McHenry, Baltimore Athletic Club, Baltimore Club, University Club, Female House of Refuge, Police Headquarters, Post Office Station N, continued throughout the summer months, and three playgrounds were in operation for their season. The work with the Playgrounds, though limited to three, was particularly gratifying. The librarians were very enthusiastic and appreciative, and each one came to personally express their satisfaction with the work done through the medium of our books and the kind of books sent them. I made the selections myself this season, and I feel well repaid for the special efforts I exerted in making these selections. The Playground librarians are public school teachers, and in schools where our books have never gone, and I hope that use of our books in these schools may result from their impressions of the summer's experience. The yearly postal notices to schools, etc., were issued in September, and in response, several schools resumed the drawing of books. The Maryland School for Boys made application to resume, but unfortunately, their recent removal to outside of the City limits cuts them off from us."

A noteworthy feature of the use of books by institutions has been the addition of Roman Catholic Sunday Schools which draw books from this Department. In spite of the fact that our limited funds do not permit us to provide a special collection of books for schools, we show as liberal a spirit towards them as possible and draw from our regular shelves for schools, sometimes sending two hundred or more books to one institution at the same time.

BRANCHES IN GENERAL.

The number of Branch Libraries has increased considerably during the year. In January we had nine Branches and thirteen Stations in operation. During the year we have converted a Station into a Branch and have built two Branches, while the construction of a third Branch has been begun, and before the close of the year there will be thirteen Branch Libraries and two Stations, making in all sixteen places for the distribution of books, as against five with which the Library began its work. In erecting these new buildings, we have felt the importance of providing suitable structures and have made our effort along the lines advocated in the Fifty-eighth Annual Report of the Boston Public Library.

“The work the Library is doing is so far educational that it should be treated with the same consideration as to its accommodations as is given to the schools. Branch Library buildings ought to be planned, especially and solely for Library purposes and should be dignified, but not expensive or elaborate structures.”

The need of telephone service to the Branches is increasingly felt, and we are more than ever convinced that it is desirable to place a typewriter in each Branch Library for use by the staff there, in the preparation of lists and catalogue cards, and the writing of letters and reports. The six Branches first constructed also are much in need of such modernization as shall convert them into open shelf libraries. The woodwork at Branches 1 to 6 was painted during the latter part of the year.

The circulation at the Branches has kept up fairly well, when you consider the facts that our insufficient income makes an adequate purchase of books impossible, that the card catalogue is far from complete at any of the older Branches, while the old finding lists are worn out, that we have not been able to spend the time and money necessary to have the books in the Branches given Central Library shelf numbers, and that the older Branches allow of no access to the shelves.

We note, however, that libraries more adequately supported than ours, report either a decrease in circulation, or, at any rate, no increase during the year 1909, and that they attribute this failure to increase, in large part, to returning prosperity, which gives people less time for reading. We also note that the circulation keeps up better at our open shelf Branches than at the older ones.

BRANCH NO. 1—FREMONT AND PITCHER STREETS.

In the reading room, 11,111 magazines and 6,418 books were used. The home circulation amounted to 36,222, of which number 28,853 or 80 per cent., were works of fiction.

The total circulation amounted to 42,640, and the average circulation of each book was 2.57. The Branch in addition, circulated 772 through delivery from the Central Library. The highest circulation, 278 volumes, occurred February 19; and the lowest, 56 volumes, occurred September 12. The average circulation was 139. From the report of the Custodian we take the following sentences: "Many and frequent are the criticisms, by the general public, on the inadequate supply of new fiction at the Branches and Central Library. Such remarks make one wish that the young people, at least, might be taught to care for a book, not because it is the fad, but because it has some merit of its own. It seems to me we weigh quantity against quality when we lay too much stress on numbers in our Library work. Many children and older scholars from surrounding schools come to our building for help in their studies. These children need special care. They come from large classes where the overburdened teacher cannot possibly study the individuality of each pupil. They come from homes, many of them, where the grind of everyday life has lessened instead of improved the minds of their elders. They are unruly, many of them, more because they have had to fight their own way every place else and they presume it must be done in the Library also, than from any other reason.

"It has been interesting to notice how quickly the children have learned to use the lists, nailed to the Bulletin Board just before a holiday, or any posted references to an historical event, about which they may have been studying.

"One can hardly realize the importance of detail so well at any time, as when an attempt is made to account for each of the books which occupy our shelves. It is really interesting, especially when records check up well, to see how system simplifies all work.

"Owing to a lack of a card catalogue, we are compelled to try and supply the demand as best we can. Even if people make their lists, many times the numbers have been taken from the old Finding Lists and have since been changed, so the desired book is not obtained. We try, by showing books at the counter and tracing books for which people have asked, either from Branch or Central, to make up for this deficiency. Many and constant are these little time-taking demands, and yet they show for nothing in the total of books circulated, when report time comes. The work is sometimes annoying, but usually people are courteous and grateful. We are looking forward to the time when we can refer patrons with pride to the card catalogue, as a complete and up-to-date record of the books at Branch No. 1.

"Two mischarged slips, one wrong entry in our rebound list, and two books for which as yet we have found no entry: these constitute the errors which stock taking disclosed. We regret these mistakes and yet we are glad that we now can account for all but two books. We trust these have fallen into the hands of some honest people who will some day remember and return them.

"We average about fifty books mended and tagged each morning. When the new numbering was commenced we hoped to be able to mark all our books in white ink. This, however, has since seemed impracticable, for some of our books are very much worn. It is impossible to number them unless a new back is put on, and it seems better to utilize the time in some other way. A tag can be put on over the little rough-

ness which the old tag left, but it is not always possible to make the back appear presentable if this place remains exposed.

"In the latter part of September, 1910, we commenced an index of the poetry at Branch No. 1. We have succeeded in writing the titles included in about fifty of our five hundred or more poetical books. These cards have already been of use.

"A small reading class has been started. We are hampered in many ways. In the first place, we have neither the room nor the novelty which a new Branch offers. On an extremely cold day, the office is not sufficiently heated.

"In November we started to put a check and the year on the title page of each book given out. Some of our books have already quite a number of marks. When a complete card catalogue is placed before the public it is probable that some books, which are now not much used, will circulate more freely. Much selecting is now done by the clerks."

BRANCH NO. 2—CALHOUN AND HOLLINS STREETS.

In the reading room 14,954 magazines and 7,665 books were used. The home circulation amounted to 41,037 volumes of which number 34,783, or 85 per cent., were works of fiction.

The total circulation amounted to 48,702, and the average circulation of each book was 3.15. The Branch in addition, circulated 1,331 books through delivery from the Central Library. The highest circulation, 344 volumes, occurred January 22; and the lowest, 70 volumes, occurred December 6. The average circulation was 159 volumes.

From the Custodian's report we take the following sentences: "As usual with the coming of the pleasant weather the circulation begins to decrease, and as the spring was unusually early this year, our circulation suffered accordingly. Sometimes we said to the children when they returned their books and did not take any out: 'Why is it that you don't want a book today?' They generally answered: 'We do not care to

read, when we can go out to play.' A good many of the older patrons are moving out in the suburbs, so that we have many new people who come to our neighborhood, who do not seem to take the same interest in books. Our only hope is that in time they may become as great readers as our former patrons were.

"Our rebound books have been returned to us so promptly the past year, that we have noticed the advantage it has been to us, by having the books out of circulation such a short time.

"Many of our patrons are interested in mechanical pursuits, and they sometimes say they wish we had more up-to-date books of that sort, especially books on electricity and telephoning. Our books on mechanics are rather antiquated and we wish it were possible to give us some that are right up to date.

"We are sometimes a trifle puzzled to meet acceptably the requests that are made for selection. One of the ministers of a church in the neighborhood has a class of young women who have not had good books presented to them in an attractive way, and he has been trying to lead their steps to the 'pleasant paths of literature.' He made out a list of non-fiction books which he thought suitable, and after exhausting the list, he gave them the names of some works of fiction he thought might be attractive. One evening one of the young ladies came for a book, and as none of the books for which she asked were in, I gave her Lorna Doone. When she returned it I happened to be at the desk and asked her if she liked it. 'Yes, right well,' she said, 'but I want a more uplifting book.'

"We noticed that there were fewer children who frequented the reading room during summer, in the morning, than in the past years, and we attribute it to the fact that the playgrounds were so attractive this year, that the children went there.

"We are getting from the schools the lists of the books that are to be used as required reading this year, and post them on the Bulletin Board, so that the students may see at once which ones are in our Branch.

"Our principal cause of worry at this time is the falling off in our circulation. In this, though, we are not alone, as the

libraries all over the country are complaining of the same thing. In our case there are three factors; the first being the shifting population, as I mentioned before. The second reason is the patronage of moving picture entertainments. In our immediate vicinity we have three places of that sort, each of them showing attractive pictures. The children and older people go to these places and spend as much time as possible. The third reason is, that in the schools, the children are given pre-digested readings and that instead of coming to get the book and reading for themselves, they have the stories told to them and have no desire to know and read the book personally. It is upon the children of today that we shall have to depend as the readers of the future, and I do not think that I am alone in my prophesy that, unless the children can be given a true love of literature, that there can ever be any great increase of circulation in any of the libraries.

"During the last quarter, the outer wood work of the Library has been painted and a new fence put up and painted, and everything looks very nice and clean. The gas pipes have also been cleaned and the lights are excellent."

BRANCH NO. 3—LIGHT AND GITTINGS STREETS.

In the reading room 13,672 magazines were used and 5,772 books. The home circulation amounted to 33,844 volumes, of which 27,960, or 83 per cent. were works of fiction.

The total circulation amounted to 39,616, and the average circulation of each book was 3.10. The Branch circulated 874 books through delivery from the Central Library. The highest circulation, 279, occurred February 23; and the lowest, 45, occurred September 12. The average circulation was 129 volumes.

From the report of the Custodian we take the following sentences:

"While our circulation has not kept up as we would like it, yet new faces are very often seen, and cards which have not been used for some time are again brought in.

“Recently the girls of one of the schools near us were competing in a contest with quite a number of schools in other states, and we were kept busy for several weeks hunting references for them. We were well rewarded when told that two of the girls who had gotten help through our Library, received prizes.

“The work of this Branch since October 10, of this year, has been carried on by an entirely new corps of attendants, which, of course, means a change in the condition of things. A complete revision of the card index for official use is being made; it consisted formerly of title index only, but finding that people often ask for books by the same author as the one just returned, and having no way of finding such books with despatch, owing to the changing of Branch numbers to Central, I have decided to make it an author index as well.

“A typewriter is very much needed in making lists to help people in the selection of their books. Since I have been at Branch No. 3, I have tried to keep posted on our Bulletin Board, lists of books on current topics; books by authors much talked of at the time; of books needed by the children for school work; books suited for the holidays, etc. This work and also the card index could all be done so much more neatly and quickly with the use of a typewriter.

“Lists sent to the schools are a great help in the selection of books by the children.

“A large number of borrowers at this Branch seem to be children, especially boys who frequent the reading room from the hour school closes in the afternoon, until the Library closes. They ask principally for the ‘War Stories’ and ‘Indian Stories,’ these we circulate in the Reading Room, and the boys, becoming interested in the first few pages, usually take them out on their cards to finish reading them.

“We also urge the children to read mythology in place of the ordinary fairy tales. Of these books, and the books for boys there are rarely more than one or two on the shelf at one time, and we certainly need more if we would increase circulation.

"On December 2 we began a reading class for boys ranging in age from eight to thirteen years, and in charge of the second assistant. The class is held on Friday afternoons from four to five o'clock and opened with an attendance of sixteen."

BRANCH NO. 4—CANTON.

In the reading room 9,626 magazines and 3,561 books were used. The home circulation amounted to 26,291 volumes, of which number 19,694, or 75 per cent., were works of fiction.

The total circulation amounted to 29,852, and the average circulation of each book was 2.41. The Branch circulated in addition 825 books through delivery from the Central Library. The highest circulation, 206, occurred February 21; and the smallest, 46 volumes, occurred May 18 and June 23. The average circulation was 97.

From the Custodian's report we quote the following sentences: "There has been a slight decrease in our home circulation this year. The decrease has been principally in fiction. We still hold our place for having the smallest percentage of that classification. There is no special effort on our part to keep this small percentage, it really seems the will of the people of Canton to elevate themselves, and consequently numbers count but little at this Branch, as, of course, it takes a longer time to read a book of history, for instance, than of fiction.

"Our reading room seems well attended, and at times it has been necessary to permit those who require especial quiet, to go into the office, where they are not disturbed.

"We had some trouble with our furnace the first part of February, which made it necessary to let the fire go out in order to make repairs. This occurred on the coldest day of the winter, and we were unable to keep the Library open for several hours of one day, the only time this Branch has ever been closed, except Sundays and holidays, in its history.

"The opening of the new Branch on the outskirts of our district was expected to make some difference with our circu-

lation, and the only reason I can give for it not affecting this Branch seriously, is that it has made the people of Canton more appreciative of the Library, for we know that several of our patrons have left us to go to Branch No. 13. We had the usual spring visitations of the circus, &c., which throw Libraries in the background for the time being.

"The yard is attractive, and a pleasure to us, but we should like to have the unsightly space in front of the building replaced by lawn.

"We have had some additions to the museum.

"Our patrons would be much pleased if we were sent more new books. It is very difficult to supply the demand.

"We have had several new patrons from some of the new homes recently built in Canton, and gave some registration blanks to some of our older patrons to distribute."

BRANCH NO. 5.—BROADWAY AND MILLER STREET.

In the reading room 8,369 magazines and 5,505 books were used. The home circulation amounted to 35,878, of which number 29,258 volumes, or 82 per cent., were works of fiction.

The total circulation amounted to 41,383, and the average circulation of each book was 2.74. The Branch, in addition, circulated 468 books through delivery from the Central Library. The highest circulation, 276 volumes, occurred February 23; the lowest, 66 volumes, occurred September 12. The average circulation was 135 volumes.

From the Custodian's report we quote as follows:

"We still have requests for new books, but quite a number of the works of Dickens and Scott, and several of the other older authors have been used, especially for school work. When we have the open shelves, many of our books that do not circulate now, will be found worth reading, as our people have no way of knowing what we have.

"Our people are anxious to know when we will have a few new books, as they think they have exhausted our supply. We

have a number of requests for books on magic, electricity, and wireless telegraphy. Those we have are not sufficiently up-to-date.

"The neighborhood in the vicinity of our Branch has changed within the past few years, which has had considerable effect upon our circulation.

"We have maintained the reading hour for girls during the year. The attendance has been on an average of twenty at each meeting. The children seem to enjoy it, and we hope they have gained some information on various subjects, that will be of a benefit to them.

"We also have a meeting for boys on Tuesday evening, part of the evening being given to English History and the rest of the time to a debate on some given subject. The boys seem to be much interested.

"Our reading room has been well patronized, and the behavior much improved. We have been able to help the High School girls with the extra reading and reference work they had to do. Quite a number of the books wanted were at the binders, but we could generally supply them from the Central Library.

"During the past few months we have registered a number of strangers who had friends at the Johns Hopkins Hospital, and supplied them with books, either for themselves or to read to those who are ill.

"Our circulation has decreased owing to the opening of Branch No. 13, and the attraction of the moving picture places in the neighborhood."

BRANCH NO. 6—PEABODY HEIGHTS.

In the reading room, 20,996 magazines and 6,788 books were used. The home circulation amounted to 28,656, of which number 23,059, or 80 per cent., were works of fiction.

The total circulation amounted to 35,444, and the average circulation of each book was 2.84. The Branch, in addition, circulated 2,404 books through delivery from the Central Li-

brary. The highest circulation, 240, occurred February 15, and the lowest, 48, occurred September 6. The average circulation was 116 volumes.

From the Custodian's report we quote as follows: "The other day several boys asked me for application blanks, and one asked for an extra one to take home to his brother, so I gave them each two, saying that possibly each knew some other boy who would like to get books. The following day, seven boys came filing in with applications in their hands, and came early the next day for their cards. It was an interesting and amusing sight to see them select and talk over their first book. Three-fourths of our borrowers, I believe, are children, and the majority of them are boys, so the greater part of our work is done for the children and especially for the boys. It is interesting work and work that you feel is worth while. Several lists of books which I considered good for boys to read, and put on our Bulletin Board, have been well used. It gratified me to hear one boy advise another always to select his books from that list, indicating one of the lists I had made, 'for they are all good.' There are numbers of books of which the girls as well as the boys know nothing, that are both interesting and instructive, which we are able to put within their reach by this means. The great need for this work is a typewriter with which to write lists, as it takes more time than we are able to give, to make many hand-written lists, and the appearance, when finished, is not nearly so good.

"At the beginning of the year, I made a bold venture to start a Forestry club. What I principally want to accomplish with this club is not only that the boys will know how to identify our common trees and how individual trees grow, but also how large forests grow; the struggle trees have in a forest for supremacy, and what the large forests mean to all people, not only on account of the raw material they furnish, but in the effect they have on the climate and on agriculture. So far I have succeeded better than I dared to hope in the beginning. One of the greatest difficulties with which I have to contend is trying to present the subject in such a way that the boys will

learn, without realizing that they are doing so, for they have been in school all day and want recreation in the afternoon, instead of more study. Upon application to the Forest Service at Washington, I have received some very helpful circulars and bulletins on the subject, and a very encouraging letter saying that 'The Forestry Service is deeply interested in all efforts to teach simple forest studies and always appreciates the opportunity of lending every possible assistance to persons who are taking up the work.'

"The Forestry Class disbanded with the opening of the baseball season. I feel confident that the woods are of more interest and value to the boys, now, than they were before.

"Since starting a children's hour about a month ago, I have felt, very much, the need of a children's reading room. I started with five little girls, five and six years old, who had been coming to the Library to look at pictures for some little while. Now, I have four or five times as many.

"The number of children who flocked to the library to look at pictures in the reading room, after I started the Children's Hour, was so great as to interfere with readers, so that I was obliged to tell these children that until they were a little older and could read, they could only come to the Library on Friday afternoons, when I could read to them. If we had a children's reading room it would be delightful to have them, but I feel that I have no right to take the room from the readers, and it practically means that, if I allow the children to come. It is impossible to have from fifteen to twenty children, almost babies, in the reading room and have quiet. They were wonderfully good for children of that age, and it was a pretty sight to see them there, but the continual trotting back and forth, not to mention the stage whispers, kept the room in a turmoil, and made reading impossible.

"Our garden has been a great pleasure to us as well as our public, for the brave little snowdrops that came up in February were quickly followed by crocuses, and the warm weather brought us a host of flowers.

“The effort we have made always to have some flowers in the library, has been much appreciated by our public. I do not know whether eventually it will help the circulation of books or not; but, since the Library has among its aims, uplifting and giving pleasure to the people, we do not feel that it is a waste of thought and time, and I am proud to say that our garden has furnished most of the flowers.

“We have not had much time to spend on reviewing our books in a systematic way; but, nevertheless, we have not neglected that important work altogether. We always try to notice the titles and authors of the books, as they pass through our hands, and when time permits, glance through the book, if it is not familiar to us.

“The circulation during the summer quarter showed a greater decrease than I have ever been obliged to report for any previous quarter. The decrease is entirely in the circulation of fiction, for we circulated 1,104 books less in this class during the past quarter than during the corresponding quarter of last year, while our miscellaneous circulation shows a slight gain of 203 volumes. It gives us some small satisfaction that we are partly able to account for this unusual decrease. Within easy walking distance of the Library, there are at least half a dozen fiction libraries, three of these being within two blocks of us, from which books may be obtained by paying two cents a day, and in some cases, five cents a week. There is no need for the borrower to make a deposit of money to obtain books, all one has to do is leave his name and address, paying his dues when the book is returned. In the section of the city in which Branch 6 is located, these libraries flourish especially well, for the people want the new fiction and are able to pay the small amount these libraries charge for it. To quite a number of our most cultured patrons, our library is of no use except to furnish them with new fiction. The standard fiction they have in their own libraries and they also say that their libraries furnish them sufficiently with more solid reading; what they want from us is new fiction. Not so long ago I was able to look over the circulation for two days at a nearby fic-

tion library, and found that with few exceptions, the borrowers had at one time been patrons of ours.

"The work for the past year, in the circulating department, has been very discouraging, especially during the past six months. Every day we have received requests for new fiction which we had not. Almost every day books were returned but no more borrowed on the cards. For instance, one day last week, within two hours, six cards were left at the Library for us to hold. No more books were borrowed, since we did not have what the borrowers had asked for—new fiction. When we offer to show other books which are of interest, we are told that they want those particular books.

"Several days ago a lady stopped in and said that, a year ago she had discontinued using the Library because we had nothing that she wanted to read, and asked what new fiction we had gotten since that time. We had nothing to show her, our few new books being all in circulation.

"The children of the neighborhood appreciate our Library very much, and use it well. One of the boys was very much distressed that his family would not move into the house next to the Library when it was vacant, so that he could live next door to us. Hearing the children's opinions of books is very interesting. One of the boys likes Marryat's books very much, but is afraid that there is too much bad language in them for the boys.

"During the summer we have spent as much time as possible, on getting familiar with our books, and especially have tried to find interesting books which are not very well known, among our fiction, so as to be able to suggest them to our borrowers. At present we are working on a list of books suitable for girls about the ages of fourteen and fifteen years. It is often a little difficult to find something for these girls to read. Their mothers frequently object to their reading even simple love stories and we have few books to fill in the interim between these and children's stories.

"It is a pleasure for us to be able to render a little more assistance to the students of Goucher College this year than last,

by having books which they need for reference sent from the Central Library and used here as reference books. Since there is often only one copy of some of these books, this plan is the best way to make that one do the work of many, for it prevents a student from getting the only copy of a book needed by a whole class and monopolizing it for two weeks.

"We have started a reading hour for some of the little girls and are reading to them the childhood of some of the princes and princesses of Europe. In connection with this we put a list of books, suitable for the children, on the Bulletin Board, which are either about the prince or princess of whom we are reading, or stories laid in the period in which he or she lived."

BRANCH NO. 7.—WOODBERRY AND HAMPDEN.

In the reading room, 8,615 magazines and 1,248 books were used. The home circulation amounted to 17,176, of which 13,730, or 80 per cent., were works of fiction.

The total circulation amounted to 18,424, and the average circulation of each book was 2.29. The Branch in addition, circulated 487 books through delivery from the Central Library. The highest circulation, 132, occurred April 25; and the smallest, 18, occurred September 12. The average circulation was 60.

The Board of Underwriters directed us to have the electric wiring at this Branch remodeled, and this was done very satisfactorily during the month of March. I believe that the result will be that we shall have better illumination and at less cost.

Another valuable improvement was a connection with the city sewer made in the spring.

From the Custodian's report I take the following sentences: "Undoubtedly the greatest advancement in the work of Branch 7, was the opening of the stacks to the public in 1909. In spite of this, we find no increase in the circulation.

"The arrangement of books in the ribbon system has a great advantage, in that a number of books previously unused are now finding their way to various homes; consequently our

BRANCH No. 7—WOODBERRY AND HAMPDEN.
Falls Road near 37th Street.

bindery work has increased greatly and makes it necessary to have more help from the Central Library.

"While some few will not vary from the old system of having books selected for them, the majority are well pleased with the change, and seem to appreciate the privileges afforded. The juvenile books have been arranged in such a way as to enable the children to find them, without interfering with the older patrons. The chief disadvantage to be noted in allowing free access to the shelves, is the great difficulty in keeping the books properly arranged, at times it is impossible for us to find those desired. This will doubtless be overcome in time, to some extent, as the employees have taken great care in trying to explain to old as well as young, the proper position of books.

"Some of our regular patrons are no longer satisfied with books we now try to give them, and from the many requests for new fiction, we feel a supply in this line would surely add to our circulation. The advent of Halley's Comet caused a demand for recent books of science and astronomy. Ours are so out of date that they fail to satisfy.

"Our reading club has, by a unanimous vote, decided to call itself the Silver Star Reading Club. We have a limited membership of fifteen girls, their interest in the work seems to grow, and an improvement in their conduct is noticeable. A teacher of one of our little members said she had noticed a marked improvement in her reading, thus showing our efforts are not fruitless.

"The most serious problem that we now have to face is to hold a great number of our patrons. Our earnest endeavor to substitute other books which might be of interest, in place of the new ones which we cannot get, meets with little success.

"In renumbering our books according to Central numbers, we found it advisable to rearrange our shelving, and so proceeded to place our new numbers at the beginning of each subject. The advantage is that as the old numbers are discarded, the books can very easily be moved, leaving ample space to place the new ones numerically."

BRANCH NO. 8—WALBROOK.

In the reading room, 5,543 magazines and 735 books were used. The home circulation amounted to 15,727, of which number 13,318, or 85 per cent., were works of fiction.

The total circulation amounted to 16,462, and the average circulation of each book was 4.35. The Branch in addition circulated 2,006 through delivery from the Central Library. The highest circulation, 100, occurred June 11; and the smallest, 20, occurred September 12. The average circulation was 53 volumes.

From the Custodian's report we take the following sentences: "It has now been over three years since the Branch has been open with free access to the shelves, and I can most certainly speak in the highest terms of the open shelf system; for in the first two years, we met with the loss of but one book, a remarkable record, particularly where we have so many children. It is a great advantage that they may revel in the books as long as they wish, and make their selections from the shelves instead of from the catalogues, as is the system of the old Branches. In this way, the people and the books come in closer contact with each other.

"Considerable work has been done for clubs and mission classes of the different churches.

"Since we do our own collating of magazines, we find the volumes are returned to us bound, much sooner than they previously were.

"The circulation at Branch No. 8 during the spring and summer months showed a decided increase over last year's work. A good many of our patrons were old members of other Branches, who have been staying in Walbrook for the summer, and we found it very difficult to satisfy them in the way of fiction, as they had read most of the fiction we have. The demand for new fiction is even greater than heretofore.

"The people of Walbrook keep up with all the late fiction and continually ask for these books. Not having them here, we are compelled to keep borrowers waiting several weeks,

BRANCH No. 8—WALBROOK
Eleventh Street between Liberty Road and Clifton Avenue.

BRANCH No. 9—LOCUST POINT.
Corner Towson and Beason Streets.

before we are able to secure the volumes from the Central Library. We have a great demand for more stories for girls, particularly college stories.

"During the past few months, I feel the necessity of a returning desk more than ever at Branch No. 8, as the work accumulating on the small table is not only inconvenient, but sooner or later I am very much afraid, will cause some serious mistake, as the children will handle everything on the table, and during the busy hours, when one is on duty alone, particularly at night, we find it rather difficult to keep the small table clear of books.

"Since the opening of Branch No. 14, this Branch has shown a decrease in circulation, and each day we have the question put to us by some one of our borrowers: 'May I use my card at the new Branch?' Some of our patrons have read and re-read most of our fiction, and they think in going to the Forest Park Branch they will be able to find more of a selection, but we hope before long we will have some new fiction to offer them.

"The putting in of a glass panel in the side hallway is a great improvement, for always before, having no window in this vestibule, we have had to light the gas rather early, and on cloudy days we have had to keep it burning all day. This not only made it uncomfortable during the summer, but also consumed a great deal of gas. Several plants have been donated to this Branch, which makes the building quite attractive."

BRANCH NO. 9.—LOCUST POINT.

In the reading room, 6,045 magazines and 1,192 books were used. The home circulation amounted to 11,783, of which 10,026, or 85 per cent., were works of fiction.

The total circulation amounted to 12,975 volumes, and the average circulation of each book was 4.28. In addition 1,490 volumes were circulated through delivery from the Cen-

tral Library. The highest circulation, 121 volumes, occurred November 28, and the lowest, 12, occurred October 8. The average circulation was 42 volumes.

In May, 1900, a delivery Station was opened in a store on Hull Street, on Locust Point. There was no permanent deposit of books at the Station, but there was a daily delivery thither from Branch No. 3.

In December, 1901, an arrangement was made with the Locust Point Settlement, whereby they generously gave us the use of the rear room on the first floor of their building on Hull Street, furnishing us also with light, heat and janitor's service. Several hundred volumes were placed on the shelves at the Station, and a daily delivery of books was instituted from the Central Library. The Station was open daily in the afternoon from that time, until it was changed into a Branch.

In 1902, current magazines were placed at the Station, which was now used as a reading room also. From the rear room we were shifted to the parlor and then to the front room on the second floor, and finally in the summer of 1904, we removed with the Association, to their new building on East Fort Avenue, where we continued to enjoy their hospitality until we possessed a building of our own. When the gift of Mr. Carnegie made it possible for us to erect Branch Buildings, our thoughts naturally turned to Locust Point, as one of the points of the City where such a building should be erected. Through the kindness of George D. Penniman, Esq., the Baltimore & Ohio Railroad became interested in the subject, and in 1909, a lot offered by them, on the northwest corner of Towson and Beason Streets, was accepted by the Trustees, and transferred to the Mayor and City Council.

Numerously signed petitions were filed with the Trustees by residents of Locust Point, urging that a Branch Library be soon erected in that part of the City, and the Trustees were very glad to be able to accede to these petitions. Mr. Jos. Evans Sperry was selected as the architect, and after competition among local builders, the contract for erecting the building was awarded to Henry Smith & Sons Co., and ground

was broken early in March, 1910. The building is similar to Branch No. 13, in its interior arrangement, except that the lecture room in the basement is entered by an outside staircase, on either side of which the steps ascend to the main floor of the building. The building cost about \$20,000. The tablets on the two sides of the front door bear the following inscriptions:

THE ENOCH PRATT FREE LIBRARY
BRANCH 9.

THIS BUILDING WAS ERECTED ANNO
DOMINI 1910 FROM A FUND
GIVEN BY ANDREW CARNEGIE.

THE ENOCH PRATT FREE LIBRARY
BRANCH 9.

THIS SITE WAS GIVEN TO THE LIBRARY BY
THE BALTIMORE AND OHIO RAILROAD COMPANY
ANNO DOMINI 1909.

During the building of the Branch Library, the interest of the public, in the new Branch, was great, and at the Station hundreds of questions were asked about the books, the building, the custodian, and everything else pertaining to the Branch, while the boys who use the Library came daily to the Station to report how the work was progressing. The interest in the Station was shown in the attendance of a large and attentive audience at the opening of the Library, at 3 P. M., on October 15. In the absence of Mr. Gary, the President of the Board of Trustees, Judge Morris, the Vice-President, presided. The exercises were opened with prayer by the Rev. Mark Wells, Pastor of the Locust Point Congregational Church. Judge Morris then turned the Library over to the city, saying in part: "Through the illness of the President of the Board of Trustees of this Library, the Hon. James A Gary, it becomes my duty and privilege to turn over this building to the City of Baltimore. Mr. Gary's absence enables me to pay him a tribute which is due him for his faithful service to the

city, and for the great work which he has accomplished in our public libraries. He was the friend of Mr. Pratt, and was appointed as one of the original Trustees of this Library. After the death of the founder, Mr. Gary was chosen as President of the Trustees to continue the work so well begun by Mr. Pratt, and for the great interest he has taken in the Library, and the valuable services he has rendered to the city, he deserves the greatest praise from every citizen of Baltimore. Being a friend of Mr. Carnegie, Mr. Gary appealed to him for assistance in extending the work of the Library, and from the fund generously provided by Mr. Carnegie, of half a million dollars, we have built the present structure on the lot generously presented to the city by the Baltimore and Ohio Railroad. We believe that the Branch is large enough for the people of Locust Point at the present time, and will be adequate for many years to come, but we hope that in the coming years you will so well use it, that a larger building will become a necessity."

Mayor Mahool responded, speaking upon the great necessity of public libraries and the practical influence which they exert in the formation of good citizenship: "I deplore the talk of a sectional Baltimore, and believe that every improvement in north, east, south or west Baltimore is a gain to the whole city, and that it is to the advantage of the whole of Baltimore to have so well equipped a building, containing so attractive a lecture hall, opened on Locust Point."

Judge Henry Duffy, a member of the Board of Trustees, then spoke upon the need which the Trustees have for getting increased appropriation from the city if they are adequately to meet the needs of Baltimore. He referred to the generosity of the Board of Estimates in the past few years, and to the need of increasing the appropriation from year to year, as new Branch Libraries are opened. He referred to the fortunate situation in which Baltimore is placed, by reason of Mr. Pratt's great gift to the city, and also to the large amounts appropriated from the tax levy for library purposes in other cities of the United States. He called attention to the vital interest all citizens of

Baltimore had in the institution, since the title of its property is in the name of the Mayor and City Council, and expressed the hope that this department of the municipal government will continue to receive the attention of the Mayor and his suggestions for the betterment of the Library and the increase of its usefulness. He also remarked that such suggestions, if adopted, usually necessitated an increase in the expenditure for library purposes.

Hon. Charles J. Bonaparte, another Trustee, then spoke upon the great benefit the city had received through Mr. Pratt's and Mr. Carnegie's beneficence, and the Librarian then briefly gave the history of the Station and made certain announcements in connection with the use of the Library.

During the months when the Station was located on Fort Avenue, the Custodian reported that:

"One of the greatest cries at the Station now is for more books. The number of new books sent here is so small that it is difficult to keep up the circulation. There is quite a demand for German books. Sometimes as many as ten have been ordered in one day. But the people did not like the idea of waiting for them to come from Central, so I asked each of my German patrons to give me a list of the books they would like to read. I keep these lists on file, and, when one book is taken out I send for the next one on that person's list. By the time the first book is returned, the other is here. In this way there is no delay, and the people are well pleased at not being obliged to wait.

"It would be difficult to say what books are most needed at Station 9. Books on machinery, electricity, drawing, and architecture are asked for, as well as fiction. The demand for fiction is an ever increasing one. It is very hard to select books for borrowers from the Station's small stock, and the selection often proves unsatisfactory, the complaint being: 'I have read that,' or, 'Haven't you anything new?' Still, in spite of this, the circulation is increasing.

"From the young folks there is a cry for fairy tales and Indian stories. Many little ones come in determined to get a

fairy story or nothing, and go out quite contented and happy with one of 'Our Little Cousin' books, or something which, easily, upon commendation, takes the place of fairy tales. The older people, too, appreciate the new books, and it is surprising how many of the miscellaneous ones are read. Though most of them are taken 'on trial' and because the particular novel or 'war story' is not on the shelf, the majority of borrowers come back with a request for 'another one just like it, it's just as good as a story book.'

"During the summer there were more children than adult patrons, because the boys and girls were free from school. A large number of boys and girls call for works of history, travel, etc. The children, especially the boys, often help each other to select books. It is amusing to hear the manner in which they recommend a book. 'Read this. 'Taint a fairy tale, but it's mighty good.' Or, 'Here's a awful excitin' story you oughter read it.' Such advice is usually followed.

"There is great demand for the very latest books which it is, of course, impossible to fulfil. Many of the boys take part in the athletic games at Latrobe Park, and are consequently wanting books on football, baseball, etc.

The Custodian reports concerning the new building that "The open shelf system is appreciated by everyone. The children especially are pleased that they can select their own books, although occasionally we will have to tell a child that the book he has selected is not suitable for him and help him make a selection.

"We were quite pleased with our selection of books, but disappointed not to have received at least a few hundred of German books to remain at the Branch permanently. We have more adults visit our Library who read German than English, and, several times a week, we send for a number of German books, and, in this way, we supply our German readers with books. We have had a good circulation, and, as our Branch grows older, we hope not only to increase the circulation of books, but also to be helpful in other ways to the people in our vicinity."

A lecture was given by Mr. H. Wirt Steele on the "Story of the White Plague" on November 28, and one by Dr. Bernard C. Steiner on the Yellowstone Park on December 19.

A cement pavement about the building was laid by the City Engineer's Department in November.

STATION NO. 10—OLD TOWN.

In the Reading Room, 13,372 magazines and 2,623 books were used. The home circulation amounted to 12,044, of which number 9,472, or 79 per cent., were works of fiction.

The total circulation amounted to 14,667 volumes, in addition to which 1,117 books were circulated through delivery from the Central Library. The highest circulation, 147 volumes, occurred November 21, and the lowest, 13, occurred July 15. The average circulation was 48 volumes.

From the Custodian's report we take the following sentences: "The new juvenile story and poetry books are very popular with the children. Our club of girls is getting along nicely and is growing all the time. We began with ten members, and we now have twenty-four on roll. The children have been very orderly, both in the Library and on the outside. It is now a very unusual thing to have to send a child home. It has required both hard work and a considerable amount of patience to get good order at this Station, but we feel as if we have been fully compensated for all the trouble we have taken.

"In the evening the Reading Room is well patronized by the children; oftentimes two have to sit on one chair. The children's magazines are in a very bad condition; owing not to rough handling, but their long and continued use.

"Fairy tales are very popular with the children. Many times they will leave, if there are none of these books on the shelf. Since the opening of school, we have noticed quite a number of children have come in for reference books that will be helpful in their school work.

"Following the policy of the Central Library, we have established a 'bargain shelf' which has been a great advantage to our regular patrons.

"The greatest cry at this Station is for more books, miscellaneous as well as fiction.

"The home circulation shows an increase over the previous year in spite of the scarcity of books. A large number of books is received each day at this Station from the Central Library.

"There is a great demand for books upon history and for biographies. A few of the older girls prefer boarding school stories.

"There is still an increase in the registrations; a few adults, but the majority are children."

STATION NO. 11—1119 E. BALTIMORE STREET.

In the reading room, 16,308 magazines and 5,027 books were used. The home circulation amounted to 21,639 volumes, of which number 16,330, or 76 per cent., were works of fiction.

The total circulation amounted to 26,666 volumes, in addition to which 4,714 books were circulated through delivery from the Central Library. The highest circulation, 216 volumes, occurred on January 11, and the lowest, 33, occurred April 23 and September 9. The average circulation was 87 volumes.

Mr. L. R. Wilson, in the Library Journal for January, 1910, (Vol. 35, No. 1; p. 7), writing of the library as one of the foremost institutions in the dissemination of popular education, spoke of the twofold mission of the library from the viewpoint of social science.

"It is the agency specially organized and maintained by the community to serve as an aid to the material progress of the individual and to promote the culture of a community through the individual. * * *

"In a peculiar sense the public library is the logical educator of what I may term special classes. A million or more immigrants, mostly adults, reach our shores annually, the great majority of whom, either because they are over age or because they are not masters of our language find our schools closed to them. The library is the sole agency which can touch their lives and aid in fitting them for citizenship."

The Station on East Baltimore Street is that part of the Library which, more than any other, touches the recent immigrants to America, and its work among those people has been most important and interesting.

At the beginning of the year, the Station removed across the street from its old quarters. The Custodian thus speaks of the new quarters :

"Three rooms on the first floor of the building were secured and fitted to accommodate the patrons. A large bright front room is used as a reading room and is very much enjoyed by our readers. In our old quarters the delivery, stack and reading room were all in one, and that fact was a great annoyance to all. The room was never perfectly quiet, as a reading room should be. The second room is used as a stack room in which, I regret very much to say, we have very many empty shelves. But with the few books we have, we have had a remarkable circulation. Each week we have increased our circulation, and some weeks have had one hundred more than last year. The new rooms have made possible the open shelf system and it has proved quite a success. At first, some of the children did not like the open shelves, for they did not know where to find the books fit for them to read. Others liked the open shelves, for they liked selecting their books. At first we had trouble with misplacing of the books, but now most children have learned to put them back in their proper places. Open shelves cause greater wear and tear on the books, and I regret to say, our patrons do not take as good care of the books as they should, but we hope to teach them better and have them well trained for our longed-for new Branch.

"In our new quarters we have a little room in the rear, which is used as an office, where the desk and all supplies are kept. Our most valuable books, such as the *Encyclopædia Americana* are on the shelves in the office, and are kept for our older readers, or those who know how to take better care of the books.

"The children are very ambitious and anxious to get cards and read, not only for pleasure but also to learn. The older boys constantly ask for the Constitution of the United States and various histories, while the younger ones ask for Indian stories and fairy tales. Our books on law are frequently asked for, and the encyclopædia is kept in constant use. We can always tell the subject for compositions at school, as the scholars come to the Library for information and help on such subjects. We are a great help to the club girls and boys in furnishing subjects and information for their debates. Our borrowers appreciate every help they receive and I am very sorry we have so few books at the Station to give them. We often feel we should like to have all the books in the Central Library down here, to help meet the needs of the people. It is very hard to select a book for borrowers who have been coming to the Station for at least three or four years, when we have so few new books to give them.

"Some of our best readers have been going to the Central Library for they have read and re-read all the books they care for at the Station. They are not satisfied to send for books and wait.

"It was very pleasing to see the children come back to the Station after school started, and a very busy winter is assured, to judge from the number of girls and boys who have become card holders.

"The younger readers have asked for nothing but fairy tales lately, and will not be satisfied with any other books, but we hope to train them to read better ones.

"The foreigners read more and know more about the history and laws of our country than many of our born citizens. It is very interesting to hear one boy help another select his book

BRANCH No. 12.
Sterrett (Barre) and St. Peter Streets.

and recommend different books he has read, but he can never get the other boy to take the book until he explains why he liked it, and why he recommended it.

"We still have complaints about our small supply of Yiddish and German books.

"We will never be able to do our best work until we have a Branch Library of our own, which I know will be very much used and appreciated by the people in this section of the city."

BRANCH NO. 12—STERRETT (BARRE) AND ST. PETER STREETS.

The home circulation amounted to 24,979 volumes, of which number 21,732, or 87 per cent., were works of fiction.

In addition 1,466 books were circulated through delivery from Central Library. The average circulation of each book was 6.09. The highest circulation, 169 volumes, occurred February 21 and the lowest, 36, occurred on December 24. The average circulation was 81 volumes.

From the Custodian's report we take the following sentences: "During the year, Branch No. 12 has been a busy place. Although the circulation has not reached the high mark which we hoped it would, we feel sure there has been more careful reading. Our children read better books, and having read our supply of Fairy Tales, they are induced to send to the Central for a great many books.

"A number of our children stopped reading during Lent, and our adult readers greatly increased in the early months of the year. At first it was not so hard to satisfy them, but now it is quite hard to find them a book which they want and have not read. It also means more work for us, as we are obliged to leave the desk and help them select a book. This causes a crowd to collect around the desk and, at times, we feel that we cannot satisfy the demands of the public. The same thing happens, when we are called away for reference work at night. Several times some of the club boys have been here when we were busy, and have been the greatest help in hunting subjects for us.

"We have quite a number of high school girls and boys, and the majority seem to be studious. The Library certainly has been a great advantage to them and they seem to see this and appreciate it thoroughly.

"We have been making good use of our lecture hall, having had several very interesting as well as instructive lectures, and have made arrangements for more. The lectures given have been 'A Summer Vacation in the Alban Hills of Italy,' on January 24, by Dr. R. V. D. Magoffin; 'Sunshine and Air as Enemies of Disease,' on February 24, by Dr. Charles N. Branin; 'The Story of the White Plague,' on March 17, by Mr. H. Wirt Steele; 'Public Baths,' on March 31, by Mr. Wm. A. Eisenbrandt; 'Strange Corners of the East,' on April 21, by Major J. G. Pangborn; Dr. Bernard C. Steiner, on November 22, on 'The Yellowstone Park,' and Dr. R. V. D. Magoffin, on December 13, on 'A Day in the Roman Campagna.' The success of that course is such as to make us feel that we shall do well to push forward these lectures as much as possible in our Branches. It would be very useful, had we a small fund for such lectures. At present we have no appropriation for the purpose, can offer no honorarium to the lecturer, and cannot afford to have many illustrated lectures, as we have no way even of paying the incidental expenses.

"The many words of appreciation we hear are evidence that people enjoy having their attention called to the books that are worth while. We feel the need of new books for both young and old. The first question that is heard when our more frequent patrons come in, is 'Have you any new books yet?' We send to the Central Library for books, but, of course, we are not the only ones that want them, and the people get tired of waiting. Some of our boys have read all our juvenile books and use the Central Library almost entirely. I am anxious for the time when we will have a third assistant, so that one can devote all her time to the children and guide them with their reading.

"Our reading clubs for the smaller boys and girls disbanded the first part of May and reopened in the early fall. The Hay-

ward Literary Society also disbanded the first of May, only to reorganize into a summer club for the purpose of preparing the boys to become more familiar with debating. The boys of the H. L. S. have formed tennis and running clubs and a few of them have also formed a gymnasium club and go to the Lawrence House. In the autumn this club also re-organized.

"Our reading clubs have been very well attended, and our children all seem to appreciate the privilege. We average about fifty boys and sixty girls each week. The assistants have full charge of them and it is both gratifying and pleasing to see and hear the little ones gathered around them so often reciting long pieces or telling stories of different noted people. One evening in November, one of the Hayward Club boys gave us the use of his lantern, also working it for us. We invited the children to bring their post cards, telling them we would throw them on the sheet for them. That evening we had about 250 boys and girls, among the number, several large boys that have been the terror of the neighborhood. At first, just how to manage them was the question, then the old saying 'put them to work,' came to me, so I asked them to come in and help me keep order. They hesitated, but after a little persuasion they came in and helped move chairs and get the little ones seated. Since that night, I have had no trouble with them.

"We are not allowing children under twelve to come in after 7 o'clock, and we find that it is a very good plan, as we have been able to keep better order.

"Having so few new books, many of our readers have gone to the Central, as quite a number of them are employed in the business section, so it is not much out of the way to go to the Central Library during their lunch hour. We feel especially pleased when they come in to see if we have any new books, saying it is so much more like home here, and that they enjoy being able to go to the shelves and look for their own books. Their words of praise for the open stack are the very highest."

BRANCH NO. 13—LINWOOD AVENUE BETWEEN PHILADELPHIA
ROAD AND FAYETTE STREET.

The home circulation amounted to 26,369 volumes of which number 20,122 or 76 per cent. were works of fiction. In addition, 532 books were circulated through delivery from the Central Library. The average circulation of each book was 8.07. The highest circulation, 360 volumes, occurred April 18; and the lowest, 50, occurred December 6. The average circulation was 117 volumes.

The construction of this Library being completed, the building was turned over to the Trustees early in the year, and about three thousand books having been catalogued to be placed upon the shelves, the opening exercises were held Saturday, April 9, at 3 P. M.

In the year 1906, the East End Improvement Association, through its Secretary, Mr. John A. Becker, urged upon the Library the establishment of a Branch in this section of the City, and the casino in Patterson Park was suggested as a location for such a Branch. Although the Park Board, through Major Richard M. Venable, its president, expressed itself as desirous of having the Library make such use of the casino, it was felt that we had no money at the time for extension of our library system, and that the situation of the casino was not quite what we wanted for library purposes. After Mr. Carnegie's gift to the City, the matter of establishing a Branch Library in this section was again taken up by the Board of Trustees, in conjunction with the East End Improvement Association, in which movement the President, Mr. Wm. A. Eisenbrandt, and the chairman of their library committee, Mr. Charles J. F. Steiner, took particular interest. Our attention was called through them, to the lot where this Branch is now situated, which lot had recently been purchased by the City, and after we approved of it, an ordinance was introduced into the City Council to have the site devoted to library purposes. The prompt and successful passage of the ordinance was due to the active effort of Mr. John Betz, Jr.,

BRANCH NO. 13.
Linwood (Patuxent St.) Ave. between Philadelphia Road and Fayette St.

the representative of the Sixth Ward in the First Branch of the City Council. After the acceptance of the site, Mr. Jos. Evans Sperry was chosen by the Board of Trustees as architect, and the contract for the erection of the building was awarded to Edw. Brady & Sons. The building faces both East and West, the entrance to the main floor being on the east side of the building on Linwood Avenue. The main floor consists of one large room capable of containing about 15,000 volumes, with Central delivery desk. On the two sides of the door are tablets with the following inscriptions:

THE ENOCH PRATT FREE LIBRARY
BRANCH 13.

THIS BUILDING WAS ERECTED ANNO
DOMINI 1910 FROM A FUND
GIVEN BY ANDREW CARNEGIE.

THE ENOCH PRATT FREE LIBRARY
BRANCH 13.

THIS SITE WAS DEDICATED TO THE LIBRARY
BY THE MAYOR AND CITY COUNCIL
ANNO DOMINI 1909.

The shelves are around the sides of the room and on them the books are arranged ribbon fashion. Those especially adapted for younger readers are placed at the south end of the room and such readers are expected to occupy the tables at that end of the room. At the north and south ends of the room are fire places, over which are plaster panels selected by the architect. He writes concerning them as follows:

"The three plaster panels over the southern fire-place are casts from the 'singing gallery,' made in 1431-40 by Luca della Robbia for the Cathedral of Florence. In the gallery are ten of these relief groups of boys and girls singing, playing on musical instruments and dancing.

"This gallery was over one of the doors of the sacristy, Donatello being commissioned to make a corresponding gal-

lery over the opposite door. Both these galleries were taken down in 1688, and put together again in 1890. They are now in the Museum of the Cathedral of Florence.

"The single panel of five dancing girls over the fire-place at the opposite end of the room, is a cast from the panel 'from the Borghese collection' of antiques, but whether from that sent by Napoleon to the Louvre or that in the Villa at Rome, I do not know. It is a good example of Greek relief."

Back of the main room is a small office and toilet room for women. The west door leads into the basement, in which are the lecture hall, which will seat about two hundred people, large and well-lighted work and staff rooms, and the rooms for the heating apparatus. The cost of the building and furniture was approximately \$30,000.

The exercise of dedication were begun with prayer by Rev. Julius Hofman, Pastor of Zion German Lutheran Church, after which the Hon. James A. Gary presented the Library to the City, saying in part:

"We are assembled today to dedicate Branch No. 13 of the Enoch Pratt Free Library and starting it out on the great mission of usefulness for which it was designed.

"At the dedication of Branch No. 12, being the first of the Branches erected under the generous gift of Mr. Carnegie, I gave a rather lengthy review of the conditions and events leading up to it. At this time I shall be much more brief, but feel the recipients of the benefits of these libraries should know who has contributed to their establishment.

"Mr. Mayor, I now have the honor and pleasure of presenting to the City, through you, Branch No. 13, of the Enoch Pratt Free Library, complete in every detail. I believe it will prove a great source of Educational advantage to the citizens of this section of our City."

Mayor Mahool then accepted the new Branch on behalf of the City, stating that: "I am, indeed, very glad to be present this afternoon and accept this handsome new building. This is the second Branch that I have accepted for the City, the first one being in South Baltimore and the second here in the

Eastern Section of the City, thereby giving to both those sections the opportunity of acquiring a good education. A departure has been made in the new Branches, in that lecture-rooms are being built, thereby affording the people pleasure in listening to lectures. On behalf of the City Council and the people of Baltimore I accept this new building, and I am sure the residents will appreciate it at its true worth."

Hon. Thomas J. Morris, Vice-President of the Board of Trustees, then spoke as follows:

"Prior to 1882 (now nearly 30 years ago), when our generous and enlightened citizen, Mr. Enoch Pratt, founded the Enoch Pratt Free Library of Baltimore City by his noble gift of over a million dollars, there had been established subscription libraries for special purposes, and those who were fortunate enough in their circumstances, could obtain books for entertainment and study, but these opportunities were limited and restricted, and when Mr. Enoch Pratt gave to Baltimore City his most timely and liberal donation of a free public library of which the books were to be freely at the service of all citizens, a free public library was a comparatively new idea.

"But now the idea is universal that no community can progress in enlightenment, in prosperity and happiness unless the means of developing the mind and heart, by the opportunity of reading the works of the best authors, are within the reasonable reach of all.

"The excellent public schools of our attractive City place, within the reach of all, the rudiments of education and within the reach of the more gifted and more fortunate the opportunities of higher education.

"But how few are those whose circumstances permit them to attend school, after they have arrived at an age when their labor is profitable!

"To this great mass of the young, the Free Library is of inestimable value. Any acquirement that is not made use of perishes, and so it is with the preliminaries of education, unless the young continue to read and to study the faculty of doing it perishes.

"It is just here that one of the uses of the Free Library exhibits itself.

"It is not to every one that the delights of the printed page are attractive. But to many it gives a delight, a satisfaction, and often a profit of inexpressible value.

"A good deal of disparagement attaches to the reading of fiction. I can't quite agree with it.

"I remember very well some very good advice given by an experienced and wise teacher. He said to us that he had no doubt all of you young men who are now about to leave college have very serious thoughts about laying out a systematic course of reading, and I wish to encourage you to do so, but I wish also to say that you should not be discouraged, if you find that you do not steadily pursue the fixed course of reading you have laid out for yourself.

"In literature as in food, one gets the most nourishment from the things one takes with relish and enjoyment, and not from the things which, from a mere sense of duty, one forces oneself to take. To most readers, their enforced work or study consumes their mental energy; but books of fiction are a never failing solace and refreshment even to the weary. It begins with the child who loves to hear a story and will leave any other employment to give ear to it; and at the last in old age, one reads over again the novels and the poetry that were first enjoyed in youth. I think there are books of fiction which bring home to us lessons of honesty, of truth, of devotion, of fidelity, that leave an impression that nothing obliterates and which quicken our moral ideas. So I don't think the reading of fiction is to be deprecated; as often it is the only reading which attracts readers and it is mostly always helpful in itself. It promotes higher ideals; and it is at least innocent as compared with most other forms of entertainment. We are in good company when we are sharing the thoughts of the brightest minds that have lived; and with regard to the standard and classical books, they are those that have stood the test of time and have the approval of many generations of the most thoughtful men and women.

"There are those who think that the library might with profit be made especially to serve some special class of citizens, but that was not the purpose of the Founder of the Pratt Free Library, and would not seem the proper province of Free Public Library which is intended for the use of all.

"With ample money many different specialties might be undertaken, but with only an inadequate support, the best that can be done, is to do the best we can with what we have.

"Appreciating the importance of bringing the books within the convenient reach of all, Mr. Andrew Carnegie, in 1906, made a magnificent gift to the City of Baltimore, sufficient to build twenty Branches, conditioned upon the City of Baltimore, providing the ground and the annual cost of maintaining the Branches. It is to the locating these Branches and the constructing and equipping the buildings for them, and the procuring the books that the Librarian and Trustees have been obliged to direct their time and energies during the past three years. When these fundamental requisites are completed and when we have obtained from the City appropriations more adequate to our needs, we shall be able to give the fullest attention to minor matters of administration, as to which our hope shall be to give full satisfaction to every legitimate want.

"We congratulate you, Mr. Mayor, that, under your able administration, the City continues to offer increased educational opportunities to all in all parts of the City.

"We congratulate the citizens of this more immediate neighborhood that a Branch of the Enoch Pratt Free Library is established here, bringing into convenient accessibility books for the young and for the old; and I trust that, with the blessing of Providence, it will bring high standards of righteous living and the noblest aspirations of enlightened patriotism to all within the reach of its influence."

Mr. William A. Eisenbrandt spoke on behalf of the people of the Eastern Section of the City in appreciation of what the City and the trustees of the Library had done for them. He recounted the progress made in that section of the City, and

Now the construction of the new Branch had been made imperative by the extension of the City toward the Eastern limits.

The exercises closed with the benediction by Rev. Hofman, after which the building was thrown open to the public.

The use of the Library by the public from the very beginning was so extensive as to show the need and the usefulness of our extending our system into this part of the City. The registration was quite large and the circulation of books very noteworthy. In the first three weeks respectively, the following number of books were given out, showing a very remarkable turnover of the stock of 3,000 volumes placed in the Branch:

Week ending April 16.....	1,449 volumes
Week ending April 23.....	1,349 volumes
Week ending April 30.....	1,330 volumes

From the report of the Custodian the following extracts are taken:

"We registered 893 applicants the first three weeks, and as the cards were not ready for distribution until after six o'clock, you can imagine what difficulty we had endeavoring to keep some sort of order. I began to think we would never have any adult borrowers, but it is very gratifying to know we have a great many readers among the older people.

"The circus encamped near our Branch and we feared our circulation would be affected, but it was not. It is very pleasing to notice how well the miscellaneous circulation keeps up. We have a crying need for juvenile books, not fiction alone, but in every class, especially among the nature books. If a child asks for a book and it is out, we try to give him something in its place, for it is our opportunity to help him to improve his own selection another time. One day a boy asked for 'the silly book,' he meant 'The Nonsense Book,' by Lear.

"Sometimes we are at sea to help the children because we have so few of the necessary books. There are frequent calls for books on civil engineering, machinery, etc.

"In unexpected ways we were able to assist the public schools. Shortly after the opening, we received a request from Mr. Charles J. Koch, Principal of Group E of the Public Schools, asking that the closing exercises for the Eighth Grade in his Group, might be held on the afternoon of June 23 in our lecture room. We were very glad to grant this request, and through these exercises, to be brought into a closer contact with the teachers and scholars, many of whom are among our borrowers. During the summer, the School Board asked permission to use the lecture room for a class room, as a temporary addition to School 83, which was very much overcrowded. Inasmuch as we desire to aid the schools wherever possible, and should not have been able, through lack of funds, to have given many lectures in the room during the coming season, the Trustees granted the request for the school year 1910-1911. It was found necessary to include the work room, to be used as a cloak room for the school, and the first grade began on September 26. The desks of the children, blackboards, &c., do not occupy all the room, so that we are able to go ahead with reading clubs after school hours. Many pupils of the public school take advantage of the books in the Library, not only for home use but also for reference use of encyclopædias and such works at the Library. However, we are in need of more books, books of all classes, especially German books. Each week we send to the Central Library for German books, so that we may have something to send the parent who has sent for a German book. Each day we have calls for books we have not, but trust to have sometime. We have been very much gratified at the selection made by the children, of the books taken out on the students' cards.

"As the months passed, we noticed a marked increase in the number of adult borrowers, and considerable improvement in the conduct of the children.

"In June a patron presented a beautiful rubber plant which added to the attractiveness of the Reading Room. During the summer, Philadelphia Road, on the north side of the build-

ing, was paved, and in the autumn a pavement was laid on Fayette Street, giving good approaches to the Library."

BRANCH NO. 14—FOREST PARK.

The home circulation at this Branch, since its opening on November 26, amounted to 1,250, of which number 1,079, or 86 per cent., were works of fiction. In addition, 38 books were circulated through delivery from the Central Library. The average circulation of each book was .41. The highest circulation, 83 volumes, occurred on December 1, and the lowest, 16, occurred on December 6. The average circulation was 41 volumes.

As soon as Mr. Carnegie's offer to the City of Baltimore for additional Branches of this Library was made, in 1906, a meeting of the residents of Forest Park was held on November 26, in the rooms of St. Mark's Methodist Episcopal Church, at which meeting resolutions were adopted, urging upon the Trustees the location of a Branch Library in Forest Park. At this meeting, George R. Bullen, President of the Forest Park Improvement Association, was chairman of the Committee on Resolutions. Through the efforts of the Forest Park Improvement Association and the interest of Mr. Edward R. Downes, Councilman from the Second District in the Second Branch of the City Council, an ordinance was passed, devoting to library purposes a lot owned by the City on Liberty Road and Garrison Avenue, which lot had been formerly under the control of the Park Board. Not only the Improvement Association, but also the Woman's Club of Forest Park, warmly endorsed the establishment of a Branch at this point, and numerous signed petitions were filed with the Board of Trustees that a Branch be erected upon this site at an early date. The Trustees gladly acceded to these petitioners, and in October, 1909, invited ten Baltimore architects to submit plans in competition for this Library. As a result of this competition, the plans submitted by Ellicott & Emmart were adopted and the work of construction began in April, 1910. The specifications having been

BRANCH NO. 14—FOREST PARK.
Garrison Avenue between Fairview and Callaway Avenues.

prepared, bids were invited from a number of Baltimore builders, and the contract was awarded to Willard E. Harn Co. The building is of brick and, in its general plan, is similar to Branch No. 13, the chief difference being that the lecture hall is reached through an outside basement entrance at the south of the building. On either side of the front doorway are tablets with the following inscriptions:

THE ENOCH PRATT FREE LIBRARY
BRANCH 14.

THIS BUILDING WAS ERECTED ANNO
DOMINI 1910 FROM A FUND
GIVEN BY ANDREW CARNEGIE.

THE ENOCH PRATT FREE LIBRARY
BRANCH 14.

THIS SITE WAS DEDICATED TO THE LIBRARY
BY THE MAYOR AND CITY COUNCIL OF BALTIMORE
ANNO DOMINI 1909.

The Branch was dedicated on Saturday, November 26, at 3 P. M. In connection with the dedicatory exercises the Forest Park Improvement Association and the Woman's Club co-operated by printing programmes of the exercises, furnishing an excellent string quartet which played during the exercises and afterwards in the Reading Room, and decorating the building with plants. The exercises opened with an Invocation by Rev. J. M. Gillum, Pastor of St. Mark's Methodist Episcopal Church, after which Mr. Gary presented the Library, and Mayor Mahool accepted it on behalf of the City. Judge Stockbridge, of the Board of Trustees, was next introduced and spoke on the relation of the Library to the American life of today. He said in part:

"In the enjoyment of our liberty and property, we are ruled by books and such books as we may never have seen or read. What are the functions of the modern library? As an educator of the people, like the school, it rather harms than

helps where the student's knowledge extends over a lot of isms unless the libraries are filled with books that will help to guide our steps in life. A library should shape the taste and the thought of those who read. What the school is to the youth, that the library is to those of maturer years. Publishers are too ready to exploit their wares by advertising them as the best sellers instead of by what they contain. The popular novel does well if, like the baby, it gets safely over its second summer. And how few live to five years old. The true purpose of this Library will be to serve the people as an educative factor."

Mr. Charles Hann, President of the Improvement Association, then spoke on behalf of the people of Forest Park, the Librarian made some announcements, and the exercises closed with the benediction by Rev. J. C. Finney, Pastor of the Forest Park Presbyterian Church.

A lecture on Oberammergau and the Passion Play by the Rev. DeWitt M. Benham, Ph. D., was delivered at the Library on December 19, under the auspices of the Forest Park Improvement Association.

BRANCH NO. 15.—HOMESTEAD.

In the early part of 1910, Messrs, Archer and Allen were selected as architects for this Branch, and after plans were prepared by them, they were submitted to builders for estimates, in the autumn, as a result of which submission the contract for erecting the building in this rapidly growing suburban neighborhood, was awarded to Walter E. Burnham.

LIBRARY STAFF.

In addition to the Librarian and Assistant Librarian, who are the officers of the Library, there are employed in the various departments 103 persons, of whom 23 are men and boys, and 80 are women. We have had the services of 37 substitutes during the year, within which time there have been 26 resignations and 37 appointments. The staff and employees of the

Library are divided into departments. In the Librarian's office are the Librarian's Secretary, three order clerks, the statistical clerk and the messenger. In the Reference Department are the superintendent and three assistants. In the Cataloguing Department are the head cataloguer and twelve other cataloguers (two of the cataloguers in rotation are detailed for work at the delivery and registration desks), a shelf-list clerk and an additional assistant. In the Bindery Department are a chief clerk and two assistants. The Circulation Department has a general superintendent, under whose direction is the circulation of books and the training of apprentices. In the Delivery Department at the Central Library are an assistant superintendent of delivery, together with eleven women and four boys, in addition to the catalogue clerks detailed from time to time (one of the delivery clerks in rotation is usually employed in the elementary work of cataloguing.) The registration of borrowers occupies the time of a registration clerk in addition to assistance given by the detailed cataloguers. In the delivery of books from the Central Library to Branches and Stations to schools and other institutions are a superintendent and two assistants. In the Branches and Stations are fourteen women as Custodians, and twenty-four as assistants. There are also employed four janitors in the Central Library and twelve in the Branches.

Considerable help was rendered us during the year by young women in training for positions, and in the classification of our French books, we received assistance from Miss Margaret Oliver.

From the opening of the Library to the present day almost all of those employed in the institution have been trained within its walls. For the past fifteen years we have had the merit system of appointments and promotion, basing these entirely upon fitness of those who were either applicants for appointment, or had shown themselves efficient in their service of the Library. We have not been forced as yet to adopt a system of examination for appointment and promotion, but in spite of the increased size of the staff, have been able to fill

vacancies through the personal knowledge by the heads of departments, of the persons available for appointment. When applications for appointment are made by persons who seem to promise efficiency, they are trained as apprentices at the Central Library in the elementary parts of library work, and from such apprentices, substitutes are taken in case of emergencies, and also appointments to permanent positions are made. Considering the small salaries which our inadequate income has rendered it necessary for us to pay the members of the staff, I think we may consider ourselves very fortunate in the high average of skill which they show, and in the zeal with which they perform the duties allotted them and endeavor to satisfy the desires of the people who use the Library. I know of no Library in which more loyal service is shown than in ours, nor in which there is a greater *esprit de corps* among the members of the staff.

In Detroit, we learn that through the increased appropriations made by the board of estimates to the public library, it has recently been possible to increase the total amount paid for salaries by 30 per cent., resulting in a complete revision of their salary schedule, placing it upon the same basis as that of teachers in the public schools of the city. Such an equalization of the salaries of library workers, with those occupied in other branches of the City's educational work is very desirable, and I hope that at no far distant date we may receive such an appropriation from our City Government as will enable us to take some similar step.

RELATIONS WITH OTHER LIBRARIES.

The Maryland State Library Commission has sent out its Traveling Libraries from our building, and has worked with us in distributing books for the blind as usual.

I acted as Chairman of the Committee on Book Buying of the American Library Association, until the annual meeting of the Association in July, and as Chairman of the Committee on Relations with the Federal Government, throughout the

year. During the summer, I was present at the International Library of Congress at Brussels, Belgium.

We have been in receipt of invitations, from time to time, to the dedication of Public Library Buildings in other cities, and have been glad to be able to reciprocate by sending invitations to the opening of our new Branches.

CHARGES AND DAMAGES.

As usual, only a small number of books was lost by borrowers during the year. In addition to the books missing at stock-taking, 114 were lost and paid for and ten lost without payment; 41,035, or one in every 14, were kept out over two weeks, so that their borrowers became liable for charges. For the most part these charges have been duly collected and paid over to the Treasurer.

RECEIPTS AND EXPENDITURES.

The Librarian has paid to the Treasurer the following amounts: From charges and damages, \$2,214.49; from the sale of Finding Lists and Bulletins, \$67.15; miscellaneous receipts, \$408.11. The expenses for the year have been as follows: Books, \$16,810.28; periodicals, \$1,979.34; binding, \$4,390.23; construction and repairs, \$2,229.29; stationery and supplies, \$2,196.93; insurance, \$1,326.20; furniture and typewriters, \$165.76; drayage, \$832.00; rent, \$600.02; coal, \$2,446.35; light, \$2,678.15; printing, \$458.85; miscellaneous expenses, \$2,001.71; salaries, \$38,456.47; grand total, \$76,571.58.

With thanks for the uniform courtesy and co-operation of the Board of Trustees, I am,

Very respectfully,

BERNARD C. STEINER,

January, 1911.

Librarian.

TABLE A.

Circulation in 1910 by Classes—Central Library and Branches.

Classification.....	Fiction and Juveniles.	Poetry and the Drama.	Biography.	History.	Travels.	Science and Art.	Miscellaneous Works.	Foreign Languages.	Totals.	Circulation from Central Library through Branches and Stations.	Total Home Circulation.	Reference Circulation.	Totals.
Central Library.....	109040	4237	3947	12077	1226	19280	18599	2898	281299	281299	59129	290398
Percentage.....	78+	02-	02-	06+	01-	08+	08+	01+	80-	20+
Schools, Etc.....	20049	454	580	2885	283	1671	1767	83	27720	27720	27720
Percentage.....	72+	02-	02+	10+	01+	08+	08+
Branch No. 1.....	28-53	692	560	1594	819	1076	3043	175	36323	772	36904	6418	48413
Percentage.....	80-	02-	02-	04+	01-	08-	08+	85+	15-
Branch No. 2.....	34783	507	479	1283	296	1176	2046	517	41037	1331	42368	7465	50083
Percentage.....	85-	01+	01+	08+	01-	08-	06-	01+	85-	15+
Branch No. 3.....	27960	473	449	1789	387	852	1727	207	38344	874	34718	5772	40490
Percentage.....	83-	01+	01+	06+	01+	08-	05+	01-	86-	14+
Branch No. 4.....	19094	368	411	1241	367	813	2946	426	26991	825	27116	3561	30677
Percentage.....	75-	01+	02-	06-	01+	08+	11+	02-	86+	13-
Branch No. 5.....	22255	605	385	1436	261	1273	1966	726	36878	468	368-6	5605	41851
Percentage.....	82-	02-	01-	04+	01-	04-	06-	02+	87-	13+
Branch No. 6.....	22059	772	378	785	251	1008	2391	113	22656	2404	31060	6788	37845
Percentage.....	80+	02-	01+	08-	01-	04-	08-	82+	18-
Branch No. 7.....	13730	249	111	690	183	307	1978	18	17176	467	17668	1948	18911
Percentage.....	81-	01+	01-	04+	01-	02-	12-	93+	07-
Branch No. 8.....	13318	287	192	655	35	434	835	21	15727	2006	17738	735	18468
Percentage.....	85-	02-	01+	04+	08-	05+	96+	04-
Branch No. 9.....	10026	241	188	570	60	360	829	59	11738	1490	13273	1192	14465
Percentage.....	85+	02+	01+	05-	01-	08+	08-	01-	92-	08+
Station No. 10.....	9472	491	215	978	81	380	397	30	12044	1117	1-161	2633	15784
Percentage.....	79-	04+	02-	08+	01-	08+	08+	83+	17-
Station No. 11.....	16830	793	549	1763	175	779	970	281	21639	4714	26853	5027	31280
Percentage.....	76-	04-	03-	08+	01-	04-	04+	01+	84-	16+
Branch No. 12.....	21733	355	310	1882	181	605	449	15	24979	1466	26445	26445
Percentage.....	57+	01+	01+	08-	01-	02+	02-
Branch No. 13.....	20123	531	693	2368	130	1514	977	74	26369	533	26901	26901
Percentage.....	76+	02-	03-	09-	08-	04-
Branch No. 14.....	1079	3	15	64	1	73	15	1250	88	1233	1233
Percentage.....	86+	01+	05+	08-	01+
Through Branches and Stations.....	12583	446	407	1006	97	1661	2008	227	18534
Percentage.....	63-	03+	03+	06+	01-	09-	11-	02-
Totals.....	471037	11336	9769	32436	4233	23231	42352	5928	610406	610406	105633	716071
Percentage.....	77+	03-	03-	06+	01-	05+	07-	01-	85+	15-

TABLE B.
Circulation of Books in 1910 by Months—Central Library and Branches.

MONTH.	Totals 1909.	Totals 1910.	Central Library.	Branch No. 1.	Branch No. 2.	Branch No. 3.	Branch No. 4.	Branch No. 5.	Branch No. 6.	Branch No. 7.	Branch No. 8.	Branch No. 9.	Station No. 10.	Station No. 11.	Branch No. 12.	Branch No. 13.	Branch No. 14.	Through Branches.	Through Schools, Etc.
January.....	69911	66143	26365	4322	5262	4004	3032	4071	3350	1982	1339	972	1036	2700	2391	1521	3296
February.....	71945	68708	27645	4479	5114	4087	3126	4499	3797	2064	1494	1012	1066	2585	2785	1685	3270
March.....	77539	70527	29435	4542	5076	4055	3054	4414	3876	2084	1650	1059	895	2530	2529	1908	3410
April.....	65075	70769	29228	4019	4671	3630	2881	3869	3471	1791	1394	988	829	2212	2406	4193	1705	3484
May.....	59449	62270	24950	3549	3893	3159	2378	3327	3302	1665	1377	918	821	2486	2084	4165	1581	2615
June.....	54482	55080	22246	3184	3693	2770	2254	3287	2755	1425	1374	782	751	2073	2175	3439	1432	1441
July.....	50938	47184	19072	2786	3530	2482	2087	2625	2398	1150	1358	629	670	1606	1734	2759	1230	1068
August.....	50173	51004	21177	3000	3852	2521	2315	2748	2556	1240	1582	781	751	1609	1721	2688	1321	1142
September.....	49030	47346	20377	2615	3186	2343	1942	2463	2377	1073	1312	704	1158	1453	1449	2233	1336	1325
October.....	57467	56791	23551	3399	3418	2679	2213	3271	2739	1187	1274	1393	1939	2047	1681	2326	1530	2144
November.....	64479	62338	23684	3591	3591	3896	2383	3683	2770	1454	1283	2017	2558	2553	1868	2539	154	1681	2623
December.....	58724	57911	22670	3154	3416	3990	2187	3126	2053	1299	1015	1720	2193	2812	1656	2028	1096	1594	1902
Totals.....	729212	716071	290398	42640	48702	39616	29852	41383	35444	18424	16462	12975	14667	26666	24979	26369	1250	18524	27720

TABLE C.

Number of Volumes and Circulation—Central Library.

CLASSIFICATION.	Volumes added in 1910.	Total Number of Volumes.	Circulation Through Central Library.	Circulation Through Branches and Delivery Stations.	Circulation Through Schools, Etc.	Total Circulation.	Average Circulation of Each Volume.
Prose Fiction.....	1874	25689	136578	7888	12052	156018	6.08
Juveniles.....	278	8376	82462	5194	7997	45653	5.45
Poetry and the Drama....	181	8188	4287	446	454	5187	.68
Essays, Miscellaneous Works, Etc.....	258	9806	6220	674	586	7480	.80
Works in Foreign Languages. ..	54	10955	2898	827	82	3253	.29
Ancient Classics and Translations	880	798	80	21	898	1.01
Biography.....	258	11940	8947	407	560	4984	.41
History—American.....	858	8045	4828	858	1259	5943	.78
History—European.....	866	9183	5697	442	1096	7235	.79
History—Asiatic, African, Etc..	161	4988	2054	206	530	2790	.56
Voyages and Travels ...	50	4096	1226	97	282	1605	.39
Natural History.....	71	8574	2443	208	757	3408	.95
Natural Science.....	58	2191	8868	239	194	4351	1.98
Applied Science and Useful Arts	74	8545	8714	474	227	4415	1.24
Military, Naval and Recreative Arts.....	65	1890	2584	193	115	2893	1.58
Fine Arts.....	97	5016	5318	890	281	5989	1.19
Philosophy	74	1452	1608	195	94	1892	1.20
Language and Education.....	71	2949	2097	265	204	2566	.87
Political and Social Science.....	158	5068	2736	185	207	3128	.61
Law	83	1009	988	54	47	1089	1.02
Medicine.....	50	1657	1883	102	97	1582	.93
Religion.....	889	10820	4089	897	491	4977	.45
Books for the Blind.....	58	1836	114	158	117	389	.29
Bibliography and Reference Works.....	1102	26329

TABLE D.
Number of Volumes and Circulation—Branch Libraries.

Classification.....	Prose Fiction and Juveniles.	Poetry and the Drama.	Biography.	History.	Travels.	Reference Books.
BRANCH No. 1.						
Number of volumes.....	6237	669	1335	1391	616	345
Circulation.....	28853	603	560	1364	519
Average circulation of each book.	4.58	.90	.41	1.04	.81
BRANCH No. 2.						
Number of volumes.....	6813	615	1178	1313	545	409
Circulation.....	34732	507	479	1223	303
Average circulation of each book.	5.10	.83	.40	.91	.54
BRANCH No. 3.						
Number of volumes.....	5554	453	804	1035	496	300
Circulation.....	27930	473	443	1739	367
Average circulation of each book.	5.03	1.03	.51	1.63	.83
BRANCH No. 4.						
Number of volumes.....	5354	445	331	1039	417	331
Circulation.....	19094	393	411	1341	357
Average circulation of each book.	3.57	.87	.59	1.31	.85
BRANCH No. 5.						
Number of volumes.....	6331	539	1143	1343	533	306
Circulation.....	23553	605	335	1433	361
Average circulation of each book.	4.55	1.03	.39	1.07	.69
BRANCH No. 6.						
Number of volumes.....	5031	506	1014	1207	453	245
Circulation.....	23049	773	373	735	251
Average circulation of each book.	4.59	1.56	.37	.65	.54
BRANCH No. 7.						
Number of volumes.....	3301	376	439	733	333	133
Circulation.....	13730	303	111	690	133
Average circulation of each book.	3.51	.76	.33	.93	.53
BRANCH No. 8.						
Number of volumes.....	1395	143	343	633	76	93
Circulation.....	13316	337	104	655	33
Average circulation of each book.	3.14	1.63	.53	.94	.43
BRANCH No. 9.						
Number of volumes.....	1637	94	303	333	17	65
Circulation.....	10133	241	133	670	60
Average circulation of each book.	6.13	2.53	.69	1.07	3.53
BRANCH No. 12.						
Number of volumes.....	2339	143	333	773	37	93
Circulation.....	21733	355	310	1333	131
Average circulation of each book.	10.71	2.43	1.09	1.77	3.54
BRANCH No. 13.						
Number of volumes.....	1301	93	319	743	35	61
Circulation.....	20133	531	633	2333	130
Average circulation of each book.	15.43	5.90	2.17	3.13	3.30
BRANCH No. 14.						
Number of volumes.....	1397	103	335	613	41	34
Circulation.....	1079	3	15	64	1
Average circulation of each book.	.77	.03	.05	.10	.03

TABLE E.

Circulation of Periodicals in 1910 by Months—Central Library and Branches.

Months.	Totals 1909.	Totals 1910.	Central Library.	Branch No. 1.	Branch No. 2.	Branch No. 3.	Branch No. 4.	Branch No. 5.	Branch No. 6.	Branch No. 7.	Branch No. 8.	Branch No. 9.	Station No. 10	Station No. 11.
January.....	24712	23669	9898	1195	2225	1497	1127	731	2404	1221	493	660	919	1499
February....	22211	23362	9298	1310	1865	1787	1126	1006	2318	1197	483	656	1044	1272
March.....	24231	22027	9221	1056	1605	1256	938	842	2156	1182	531	865	931	1494
April.....	19620	19059	8771	821	1149	908	993	711	1806	660	418	790	850	1182
May.....	17358	16698	7985	713	943	787	529	527	1688	523	407	720	650	1226
June.....	15673	14965	7087	706	926	702	547	447	1496	408	426	615	680	925
July.....	14169	12854	6305	560	762	471	611	423	1012	374	346	472	540	978
August.....	15558	15752	7503	792	882	770	646	443	1680	441	614	532	689	760
September...	16625	16040	6761	757	783	635	580	574	1967	407	482	524	1678	892
October.....	20174	19692	9062	931	917	919	860	1014	1307	722	472	211	1674	1603
November....	22150	21700	7970	1256	1445	2157	857	998	1590	826	481	1940	2180
December....	20671	20609	8155	1014	1452	1783	812	653	1572	704	390	1777	2297
Totals.....	233352	226427	97816	11111	14954	19672	9626	8369	20996	8615	5543	6045	18372	16308

[NOTE.—Owing to the open shelf system no count of periodicals was made after October for Branch 9.]

TABLE F.—Comparative Library Statistics of Baltimore and Other American Cities.

Names of cities arranged according to rank given by U. S. Census.	Popula- tion 1910.	Regis- tration.	No. of Buildings of Public Library.	No. of Volumes in Public Library.	Home Circula- tion.	Annual Expen- ditures.	City Appro- priations for Public Library.	Books.	Salaries.
1 New York, N. Y., (Manhattan, Bronx and Richmond).....	4,766,883	291,616	41	1,559,260	7,013,649	\$885,698	\$630,204	a \$250,227	\$451,096
Brooklyn.....		272,642	28	642,623	4,063,102	444,199	399,483	97,263	227,831
Queens Borough.....		40,332	16	123,960	651,305	120,207	22,490	64,800
2 Chicago, Ill.....	2,185,283	94,499	2	352,098	1,601,645	264,583	332,000	b 29,644	161,398
3 Philadelphia, Pa.....	1,549,008	154,203	20	352,340	2,001,239	235,887	219,700	b 56,876	120,341
4 St. Louis Mo.....	687,029	87,669	7	316,911	1,312,566	195,458	209,189	59,614	87,830
5 Boston, Mass.....	670,585	86,104	12	961,522	1,647,846	366,907	349,455	37,780	231,977
6 Cleveland, O.....	560,663	123,232	9	385,530	2,198,499	289,092	255,590	49,707	131,000
7 Baltimore, Md.....	† 558,485	40,796	13	276,849	610,408	76,571	* 20,000	16,810	38,456
8 Pittsburgh, Pa.....	533,905	104,229	9	326,321	1,162,309	331,620	235,000	62,530	203,322
9 Detroit, Mich.....	465,766	55,668	6	252,000	830,259	108,072	105,208	15,673	51,044
10 Buffalo, N. Y.....	423,715	75,986	1	271,367	1,407,252	103,682	91,200	24,733	50,846
11 San Francisco, Cal.....	416,912	37,391	7	98,499	719,995	98,492	74,309	22,015	39,667
12 Milwaukee, Wis.....	373,857	47,235	1	207,521	906,281	77,132	93,000	22,994	53,871
13 Cincinnati, O.....	364,466	72,910	9	415,292	1,383,825	175,040	163,234	c 34,155	51,456
14 Newark, N. J.....	347,469	48,280	1	159,578	852,785	98,164	89,596	16,396	52,677
15 New Orleans, La.....	339,075	15,172	4	94,994	265,287	39,861	28,500	3,051	23,115
16 Washington, D. C.....	331,069	51,204	1	121,077	603,061	61,020	66,583	10,536	42,020
17 Los Angeles, Cal.....	319,198	41,808	1	131,612	773,572	109,275	106,070	20,123	54,833
18 Minneapolis, Minn.....	301,468	60,847	10	198,209	789,808	103,555	110,465	17,778	45,074
19 Jersey City, N. J.....	267,779	54,273	1	120,881	666,955	48,191	48,437	7,471	23,503
20 Kansas City, Mo.....	248,381	43,429	2	110,000	283,027	c 8,893	27,635
21 Indianapolis, Ind.....	233,650	34,889	7	153,000	59,290	71,200	12,000	23,000
22 Providence, R. I.....	224,326	22,013	1	144,695	199,950	48,006	25,250	5,981	29,665
23 Louisville, Ky.....	223,928	41,277	6	128,325	600,159	66,191	60,558	c 12,273	34,680
24 St. Paul, Minn.....	214,744	42,040	1	110,277	409,028	50,746	31,800	c 8,838	22,927
25 Denver, Col.....	213,381	32,207	1	42,024	30,000	7,939	25,539
Toledo, O.....	168,497	21,258	1	85,087	400,046	27,252	26,931	6,430	14,084
Worcester, Mass.....	145,986	23,004	1	173,803	351,645	51,321	47,236	10,760	26,677
New Haven, Conn.....	133,605	19,771	1	97,364	393,191	26,430	21,500	6,956	13,641
Seattle, Wash.....	131,105	37,757	6	114,928	579,706	93,777	133,398	14,206	51,889
Springfield, Mass.....	88,926	28,000	3	175,460	407,983	46,071	c 9,091	28,072
Somerville, Mass.....	77,236	31,574	2	90,423	469,846	24,220	22,296	8,163	10,815

* This sum is in addition to the annuity of \$50,000 paid by the city in consequence of Mr. Pratt's gift of about \$1,100,000.
† Police census—566,066.
a Includes binding and periodicals. b Includes binding. c Includes periodicals.
Note:—The figures for Chicago are for 1909—the last obtainable for that library.

TABLE A.

Circulation in 1910 by Classes—Central Library and Branches.

Classification.....	Prose Fiction and Juveniles.	Poetry and the Drama.	Biography.	History.	Travels.	Science and Art.	Miscell- aneous Works.	Foreign Languages.	Totals.	Circulation from Central Library through Branches and Stations.	Total Home Circulation.	Reference Circulation.	Totals.
Central Library.....	169040	4287	3947	12077	1226	19290	18689	2893	231269	231269	59129	290388
Percentage.....	73+	02-	02-	06+	01-	08+	06+	01+	80-	20+
Schools, Etc.....	20049	454	580	2885	282	1671	1767	82	27720	27720	27720
Percentage.....	72+	02-	02+	10+	01+	06+	06+
Branch No. 1.....	28-53	682	560	1594	319	1076	8043	175	36223	772	36994	6418	43413
Percentage.....	80-	02-	02-	04+	01-	08-	08+	85+	15-
Branch No. 2.....	34788	507	479	1233	296	1176	2046	517	41037	1831	42368	7465	50063
Percentage.....	85-	01+	01+	08+	01-	08-	06-	01+	85-	15+
Branch No. 3.....	27980	473	449	1789	387	852	1727	207	38844	874	34718	5772	40490
Percentage.....	88-	01+	01+	06+	01+	08-	06+	01-	86-	14+
Branch No. 4.....	19094	893	411	1241	357	813	2946	436	26391	825	27116	2561	30677
Percentage.....	76-	01+	02-	06-	01+	08+	11+	02-	88+	12-
Branch No. 5.....	29253	606	385	1436	261	1272	1986	726	86878	468	869.6	5505	41861
Percentage.....	82-	02-	01-	04+	01-	04-	08-	02+	87-	13+
Branch No. 6.....	23059	772	878	785	251	1008	2391	112	28656	2404	31080	6788	37843
Percentage.....	80+	08-	01+	08-	01-	04-	08-	82+	18-
Branch No. 7.....	18720	209	111	690	183	307	1978	18	17176	457	17668	1343	18911
Percentage.....	81-	01+	01-	04+	01-	02-	12-	98+	07-
Branch No. 8.....	13318	237	193	655	35	424	885	21	15737	2006	17738	735	18468
Percentage.....	86-	02-	01+	04+	08-	06+	96+	04-
Branch No. 9.....	10296	241	188	570	60	390	829	59	11788	1490	18273	1198	14466
Percentage.....	86+	02+	01+	05-	01-	08+	08-	01-	92-	06+
Branch No. 10.....	9472	491	215	973	81	380	397	30	12044	1117	1-161	2623	15784
Station No. 10.....	04+	02-	06+	01-	08+	08+	83+	17-
Percentage.....	79-	04+	02-	06+	01-	08+	08+	26353	5027	81260
Station No. 11.....	16830	792	549	1768	175	779	970	281	21689	4714	26353
Percentage.....	76-	04-	08-	08+	01-	04-	04+	01+	84-	16+
Branch No. 12.....	21733	265	810	1882	131	605	449	15	24979	1466	26445	26445
Percentage.....	87+	01+	01+	06-	01-	02+	02-
Branch No. 13.....	20123	531	693	2368	130	1514	977	74	26369	533	26901	26901
Percentage.....	76+	02-	03-	09-	06-	04-
Branch No. 14.....	1079	8	15	64	1	78	15	1250	38	1288	1288
Percentage.....	86+	01+	05+	06-	01+
Through Branches and Stations.....	12533	446	407	1006	97	1651	2008	227	18524
Percentage.....	68-	02+	02+	06+	01-	09-	11-	02-
Totals.....	471037	11383	9769	32436	4232	32251	42352	5923	610408	610408	105683	716071
Percentage.....	77+	09-	02-	06+	01-	05+	07-	01-	86+	15-

TABLE B.

Circulation of Books in 1910 by Months—Central Library and Branches.

MONTHS.	Totals 1909.	Totals 1910.	Central Library.	Branch No. 1.	Branch No. 2.	Branch No. 3.	Branch No. 4.	Branch No. 5.	Branch No. 6.	Branch No. 7.	Branch No. 8.	Branch No. 9.	Station No. 10.	Station No. 11.	Branch No. 12.	Branch No. 13.	Branch No. 14.	Through Branches.	Through Schools, Etc.
January.....	69911	66143	26365	4322	5262	4004	3032	4071	3350	1982	1339	972	1036	2700	2891	1521	3296
February.....	71945	68708	27645	4479	5114	4087	3126	4499	3797	2084	1494	1012	1066	2585	2785	1685	3270
March.....	77539	70527	29435	4542	5076	4055	3054	4414	3876	2094	1650	1059	895	2530	2529	1908	3410
April.....	65075	70769	29226	4019	4671	3630	2881	3869	3471	1791	1394	988	829	2212	2406	4198	1705	3484
May.....	59449	62270	24850	3549	3893	3159	2378	3327	3302	1665	1377	918	821	2486	2084	4165	1581	2615
June.....	54482	55080	22246	3184	3693	2770	2254	3287	2755	1425	1374	782	751	2073	2175	3438	1432	1441
July.....	50838	47184	19072	2786	3530	2482	2087	2625	2398	1150	1358	629	670	1606	1734	2759	1230	1068
August.....	50173	51004	21177	3000	3852	2521	2315	2748	2556	1240	1582	781	751	1609	1721	2688	1321	1142
September.....	49030	47346	20377	2615	3186	2343	1942	2463	2377	1073	1312	704	1158	1453	1449	2233	1336	1325
October.....	57467	56791	23551	3399	3418	2679	2213	3271	2739	1187	1274	1393	1939	2047	1681	2326	1530	2144
November.....	64479	62338	23684	3591	3591	3896	2383	3683	2770	1454	1293	2017	2558	2553	1868	2539	154	1681	2623
December.....	58724	57911	22670	3154	3416	3990	2187	3126	2053	1299	1015	1720	2193	2812	1656	2028	1096	1594	1902
Totals.....	729212	716071	290398	42640	48702	39616	28852	41383	35444	18424	16462	12975	14667	26666	24979	26369	1250	18524	27720

TABLE C.

Number of Volumes and Circulation—Central Library.

CLASSIFICATION.	Volumes added in 1910.	Total Number of Volumes.	Circulation Through Central Library.	Circulation Through Branches and Delivery Stations.	Circulation Through Schools, Etc.	Total Circulation.	Average Circulation of Each Volume.
Prose Fiction.....	1874	25639	136578	7835	12052	156018	6.08
Juveniles.....	278	3976	32402	5194	7397	45688	5.45
Poetry and the Drama....	181	8138	4237	446	454	5137	.82
Essays, Miscellaneous Works, Etc.....	258	9306	6220	674	536	7430	.80
Works in Foreign Languages. .	54	10855	2368	327	32	3028	.30
Ancient Classics and Translations	580	798	30	21	849	1.01
Biography.....	253	11940	3947	407	550	4904	.41
History—American.....	356	8045	4838	356	1258	5942	.73
History—European.....	366	9133	5697	443	1098	7238	.79
History—Asiatic, African, Etc..	161	4963	2054	308	530	2792	.56
Voyages and Travels ...	50	4096	1336	97	362	1805	.39
Natural History.....	71	3574	2443	208	787	3438	.36
Natural Science.....	58	2191	3063	236	194	4351	1.98
Applied Science and Useful Arts	74	3545	3714	474	237	4415	1.34
Military, Naval and Recreative Arts.....	65	1830	2564	193	115	2862	1.56
Fine Arts.....	97	5016	5318	390	231	5939	1.19
Philosophy	74	1453	1003	195	94	1292	1.30
Language and Education.....	71	2949	2037	265	204	2506	.87
Political and Social Science.....	153	5063	2736	165	207	3108	.61
Law	33	1009	933	54	47	1034	1.03
Medicine.....	50	1657	1333	103	97	1533	.93
Religion.....	339	10330	4039	397	491	4927	.46
Books for the Blind.....	53	1336	114	153	117	360	.30
Bibliography and Reference Works.....	1103	23329

Number of Volumes and Circulation—Branch Libraries.

	Prose Fiction and Juveniles.	Novel.	Cells, etc. and other.
.....	6857	1891	1873
.....	20059	1464	1043
.....	4.38	1.04	.78
.....	6813	1203	1078
.....	24733	1522	1046
.....	5.60	.91	.57
.....	6564	1006	1706
.....	27960	1739	1737
.....	6.08	1.68	.68
.....	6352	1080	1766
.....	19694	1341	1046
.....	3.67	1.31	1.06
.....	6281	1843	1328
.....	20256	1496	1306
.....	4.66	1.07	.60
.....	6081	1207	1008
.....	23052	785	1391
.....	4.58	.66	.66
.....	3901	763	1546
.....	13790	690	1978
.....	3.51	.69	1.37
.....	1696	699	156
.....	13913	626	136
.....	3.14	.94	1.49
.....	1667	533	368
.....	10060	570	323
.....	6.13	1.07	1.23
.....	2020	778	498
.....	21782	1322	449
.....	10.72	1.77	.80
.....	1801	742	604
.....	20123	2293	977
.....	15.46	3.15	1.98
.....	1397	616	384
.....	1079	64	16
.....	.77	.10	.08

TABLE E.

Circulation of Periodicals in 1910 by Months—Central Library and Branches.

Months.	Totals 1909.	Totals 1910.	Central Library.	Branch No. 1.	Branch No. 2.	Branch No. 3.	Branch No. 4.	Branch No. 5.	Branch No. 6.	Branch No. 7.	Branch No. 8.	Branch No. 9.	Station No. 10	Station No. 11.
January.....	24712	23669	9698	1195	2225	1497	1127	731	2404	1221	493	660	919	1499
February....	22211	23362	9298	1310	1865	1787	1126	1006	2318	1197	483	656	1044	1272
March.....	24231	22027	9221	1056	1605	1256	938	842	2156	1182	531	865	931	1494
April.....	19620	19059	8771	821	1149	908	993	711	1806	680	418	790	850	1182
May.....	17358	16698	7985	713	943	787	529	527	1688	523	407	720	650	1226
June.....	15673	14965	7087	706	926	702	547	447	1496	408	426	615	680	925
July.....	14169	12854	6305	560	762	471	611	423	1012	374	346	472	540	978
August.....	15558	15752	7503	792	882	770	646	443	1680	441	614	532	689	760
September...	16625	16040	6761	757	783	635	580	574	1967	407	482	524	1678	892
October.....	20174	19692	9062	931	917	919	860	1014	1307	722	472	211	1674	1603
November....	22150	21700	7970	1256	1445	2157	857	998	1590	826	481	1940	2180
December....	20871	20609	8155	1014	1452	1783	812	653	1572	704	990	1777	2297
Totals.....	233352	226427	97816	11111	14954	13672	9626	8369	20996	8615	5543	6045	13372	16308

88

[NOTE.—Owing to the open shelf system no count of periodicals was made after October for Branch 9.]

Brooklyn.....	272,642	28	642,623	4,063,102	444,199	399,483	97,263	227,891
Queens Borough.....	40,332	16	123,980	651,305	120,207	22,490	64,800
2 Chicago, Ill.....	94,499	2	352,068	1,601,645	284,583	332,000	b 29,644	161,308
3 Philadelphia, Pa.....	154,203	20	352,340	2,001,239	235,867	219,700	b 56,876	120,341
4 St. Louis Mo.....	87,663	7	316,911	1,312,566	195,458	209,189	59,614	87,830
5 Boston, Mass.....	670,585	12	961,522	1,647,846	366,907	349,455	37,780	231,977
6 Cleveland, O.....	560,663	9	385,530	2,198,499	289,092	255,590	49,707	131,000
7 Baltimore, Md.....	40,796	13	276,849	610,409	76,571	* 20,000	16,810	38,456
8 Pittsburgh, Pa.....	104,223	9	326,321	1,162,302	331,620	235,000	62,530	203,322
9 Detroit, Mich.....	55,663	6	252,000	830,259	108,072	105,208	15,673	51,044
10 Buffalo, N. Y.....	75,966	1	271,367	1,407,252	103,682	91,200	24,733	50,846
11 San Francisco, Cal.....	37,391	7	98,496	719,985	96,492	74,309	22,015	39,667
12 Milwaukee, Wis.....	47,235	1	207,521	906,281	77,132	93,000	22,994	53,871
13 Cincinnati, O.....	72,910	9	415,292	1,383,825	175,040	163,234	c 34,155	51,456
14 Newark, N. J.....	48,280	1	159,578	852,785	98,164	89,596	16,396	52,677
15 New Orleans, La.....	15,172	4	94,994	265,287	39,861	28,500	3,051	23,115
16 Washington, D. C.....	51,204	1	121,077	603,081	61,020	66,583	10,536	42,020
17 Los Angeles, Cal.....	41,809	1	131,612	773,572	109,275	106,070	20,123	54,833
18 Minneapolis, Minn.....	60,847	10	198,209	789,809	103,555	110,465	17,778	45,074
19 Jersey City, N. J.....	54,273	1	120,881	669,955	48,191	48,437	7,471	23,503
20 Kansas City, Mo.....	43,429	2	110,006	283,027	c 8,893	27,635
21 Indianapolis, Ind.....	34,889	7	153,000	59,290	71,200	12,000	23,000
22 Providence, R. I.....	22,013	1	144,695	199,950	48,006	25,250	5,961	29,665
23 Louisville, Ky.....	41,277	6	128,325	600,159	63,191	60,558	c 12,273	34,680
24 St. Paul, Minn.....	42,040	1	110,277	409,028	50,746	31,800	c 8,838	22,927
25 Denver, Col.....	32,207	1	42,024	30,000	7,939	25,539
Toledo, O.....	168,497	1	85,067	400,046	27,252	26,931	6,430	14,064
Worcester, Mass.....	23,004	1	173,803	351,645	51,321	47,236	10,760	26,677
New Haven, Conn.....	133,605	1	97,364	383,191	26,430	21,500	6,956	13,641
Seattle, Wash.....	131,105	6	114,928	579,706	93,777	133,398	14,206	51,889
Springfield, Mass.....	88,926	3	175,460	407,983	48,071	c 9,091	28,072
Somerville, Mass.....	77,236	2	90,423	469,846	24,220	22,296	8,163	10,615

* This sum is in addition to the annuity of \$50,000 paid by the city in consequence of Mr. Pratt's gift of about \$1,100,000.
† Police census—\$64,065. a Includes binding and periodicals. b Includes binding. c Includes periodicals.
Note:—The figures for Chicago are for 1908—the last obtainable for that library.

BRANCH No. 15—HOMESTEAD
GORSUCH AVENUE AND TAYLOR STREET

THE
Enoch Pratt Free Library
OF BALTIMORE CITY

TWENTY-SIXTH ANNUAL REPORT

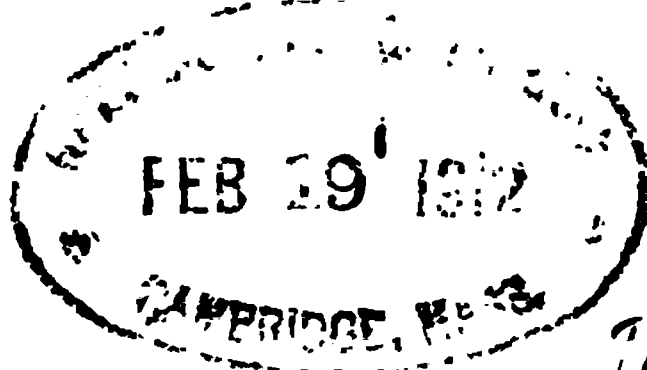
OF THE
LIBRARIAN

TO THE
BOARD OF TRUSTEES

FOR THE YEAR 1911

BALTIMORE

1912



The Library.

BOARD OF TRUSTEES.

JAMES A. GARY,
CHARLES J. BONAPARTE,
EDWARD STABLER, JR.,
THOMAS J. MORRIS,

HENRY PRATT JANES,
HENRY DUFFY,
HENRY STOCKBRIDGE,
JOHN E. SEMMES,

HENRY D. HARLAN.

OFFICERS.

President, JAMES A. GARY (1911). CHARLES J. BONAPARTE (1912).
Vice-President, THOMAS J. MORRIS (1911). HENRY STOCKBRIDGE (1912).
Secretary, EDWARD STABLER, JR. Treasurer, HENRY PRATT JANES.
Librarian, BERNARD C. STEINER.
Asst. Librarian, LOUIS H. DIELMAN (1911). LAWRENCE C. WROTH (1912).

LIBRARY BUILDINGS.

- CENTRAL LIBRARY—106 West Mulberry Street, near Cathedral.
BRANCH 1—Corner of Fremont Avenue and Pitcher Street, near Lafayette Square.
BRANCH 2—Corner of Hollins and Calhoun Streets, near Union Square.
BRANCH 3—Corner of Light and Gittings Streets, near Riverside Park.
BRANCH 4—Corner of Ellwood and O'Donnell Streets (*Canton.*)
BRANCH 5—Corner of Broadway and Miller Street, near Johns Hopkins Hospital.
BRANCH 6—St. Paul Street, above Twenty-fifth (*Peabody Heights.*)
BRANCH 7—Falls Road, below Thirty-seventh Street (*Woodberry and Hampden.*) [Building given by Robert Poole, 1900.]
BRANCH 8—Eleventh Street and Liberty Road (*Walbrook.*)
[Building given by Francis A. White, 1907.]
BRANCH 9—Corner Towson and Beason Streets (*Locust Point.*)
[Building given by Andrew Carnegie. Site given by E. & O. R. R.]
STATION 10—Mott Street, near Corner of Gay (*Old Town.*)
STATION 11—1119 East Baltimore Street, opposite Alsquith Street.
BRANCH 12—Corner Sterrett and St. Peter Streets (*Mt. Clare.*)
[Building given by Andrew Carnegie, 1908, purchase of lot made possible by gift of Thomas J. Hayward.]
BRANCH 13—Linwood Avenue, between East Fayette Street and Philadelphia Road, near Patterson Park.
[Building given by Andrew Carnegie. Lot dedicated to library by Mayor and City Council.]
BRANCH 14—Garrison and Fairview Avenues (*Forest Park.*)
[Building given by Andrew Carnegie. Lot dedicated to library by Mayor and City Council.]
BRANCH 15—Gorsuch Avenue and Taylor Street (*Homestead.*)
[Building given by Andrew Carnegie. Site given in memory of Robert S. Carswell.]
BRANCH 16—Fifth Avenue, near Park Heights Avenue (*Pimlico.*)
[Building given by Andrew Carnegie. Site given in memory of William Shirley. Library to be opened in 1912.]

ANNUAL REPORT FOR 1911

To the Trustees of The Enoch Pratt Free Library:

Gentlemen: In the last year, which was the first one of the second quarter of a century of our work, we increased our system by the addition of a new Branch Library, No. 15, which was opened to the public on December 9. We also found encouragement in the interest of people in various parts of the City, in movements toward the establishment of other Branch Libraries. In the early part of the year the Trustees accepted a lot for Branch Library No. 16, on Fifth avenue, east of Park Heights avenue, from the children of the late William Shirley, in memory of their father, who was long a prominent property holder in that section of the City. This filial tribute is one which will preserve the name of Shirley in the neighborhood, and may well serve as an example, through which the names of prominent residents of other sections of our City may be preserved in like manner by means of gifts of other lots. This offer was made through the Hon. Clarence W. Perkins, to whose interest in library matters we are greatly indebted for calling to the donors' attention the importance of a library in that neighborhood. Our friends are interesting themselves in the endeavor to obtain lots in other parts of the City, for example, in the vicinity of Station No. 11 on East Baltimore street, in the neighborhood of North and Harford avenues, in the neighborhood of the Mount Royal Station, and at Calverton. Some of those interested in the Fell's Point section, in the vicinity of South Broadway, have been active and an ordinance was introduced into the City Council in the latter part of September for the purchase of a block of land for a civic centre, placing on it a park, a school house, a public bath and a library.

The Central Library becomes more and more crowded daily, and it is increasingly difficult to find any place in which to put the books, but we have managed during the year to

utilize the remaining rooms of the annex on Cathedral street and to find space for a few more shelves in the Main Building.

The courses of lectures in Branch Libraries 9, 12, 14 and 15 have been quite successful, and I believe these lecture courses can become very extensively useful, when we shall be able to expend more money in carrying them on.

The Library system, it is believed, has been more efficiently administered than in any previous year, several minor changes having been made in the methods of carrying on the work. The experience which we have had is of great value, for example, the chief of the Delivery Department has been in the Library service twenty-six years, the Registration Clerk, one of the assistants in the Reference Department, and the head Janitor at the Central Library have been employed for over twenty-five years, while the Outside Delivery is directed by one who came to the Library twenty-five years ago, although her service has not been continuous.

At the beginning of 1912 this Library contains 288,255 volumes, and is administered by 110 officers and employees. The home circulation of books was, during the last year, 598,215, and with the greatest economy the expenses amounted to \$81,246.51, so that it is evident that the Library could not have been carried on, even within the present bounds of its work, unless there had been received from charges, catalogues, etc., a sum added to the annuity and the appropriation paid by the city. In 1911, the Library system consisted of a Central Library Building, thirteen Branches and two Delivery Stations, in addition to which books were sent to 59 institutions, and by an arrangement with the Maryland State Library Commission, to 16 blind persons outside of the city. In the reading rooms of the Library 94,071 books and 207,511 magazines were used. Complete figures as to reading room use cannot be given, owing to the fact that some of the Branches have open shelves. The number of books circulated from the beginning amounts to 14,540,974. The registration books show that there are now 39,586 borrowers' cards outstanding, and that 214,652 persons have at different times be-

come entitled to the use of the Library. The circulation of books by classes is given in Table A, that by months in Table B. The number of books in the various classes in the Central Library, the number added to each class during the year, the total circulation of each class and the average number of times each book went into circulation are shown in Table C, while Table D shows similar figures for the Branches. The circulation of periodicals in the various reading rooms is shown by months in Table E, while Table F gives comparative library statistics of Baltimore and other cities. From Table F we see how great is the disparity between our income and that of the libraries of other cities of the rank of Baltimore.

In an address in 1890 before the American Library Association, the first Librarian, Dr. Lewis H. Steiner, set forth the ideal of this institution as follows:

"So long as a free people possesses this thirst for knowledge, and looks upon its gratification as a means of advancing its welfare of freeing it from the curse of caste, and of making its homes brighter and happier and better, the public library, with its treasures of that which will amuse, interest and instruct, must remain an institution very dear to their hearts."

* * * "It must become an encyclopaedic helper to the community, never at a loss for an answer to a question, if the same can be found on the printed page. On the lookout for the first rays of any light that penetrates the dark corners of the mind, it must gather up all these, and preserve them for those who will be most in need of their assistance." * * *

"The library, in the future, must not only be a collection of books to amuse and instruct, to aid and assist those who are hungering and thirsting for knowledge, but it must furnish guidance and direction for all who are unable to secure this from its stores." (*Library Journal*, Vol. XV, 1890. *Conference Number*, p. 45-46. "The future of the free public library.")

In the years that have followed we have tried to keep this ideal in mind. We have ever remembered that the purpose of the foundation of the institution was to give books to all

the people of all parts of the City. In 1891, Dr. Steiner, speaking again before the American Library Association, said:

"Libraries in former days were intended chiefly for the safe keeping of books, with their possible use under exceptional circumstances by the occasional scholar. Now, and reference is here made especially to those designed for the free use of the public, the object is to make them of the greatest possible advantage to the community for which they have been established. This necessarily implies that their books should be so arranged that the inquiring visitor could most readily have access to their contents, and could secure in the speediest manner information on all subjects claiming his attention." (*Library Journal*, Vol. XVI, 1891. *Conference Number*, p. 58. "Should uniformity mark the arrangement and administration of our public libraries, or should individuality be permitted to assert itself in each?")

This democratic conception we have endeavored to carry out, and to make ourselves useful to those who come to us for any reason. We have always borne in mind the fact that we are an educational institution, and that we must co-operate with the public school in the education of the community. In the words of Prof. William MacDonald, at the dedication of the New Bedford Public Library, both school and library "are joint educational agencies, working together for a common end—the enrichment of social life and the increase of social efficiency. They do not duplicate one another, either in the methods which they engage: they supplement one another. Their tasks bring them into association, not into competition."

The Library is not a rival of the school, but is its supplement, and furnishes the people education throughout their entire lives. Mr. Ainsworth R. Spofford once expressed the idea thus:

("A Book for All Readers," Ch. 14: "Some of the Uses of Libraries," p. 275): "The Library is a silent school of learning, free to all, and supplying a wide range of information in books adapted to every age. It thus supplements, and in proportion

to the extent and judicious choice of its collections, helps to complete that education which the school falls short of."

It is through the Library, more than through any other medium, that we come in contact with the stored-up information which is derived from the work of past generations of men. Of this information, Mr. William R. Ware well said:

"Personal experience is too limited to supply it. It must come of book knowledge. This is a chief distinction between the civilized man and the savage. For the savage must rest upon what he is able to remember of his own and other savages' experience, a loose and uncertain footing. But the man who has a Library at hand, and knows how to use it, has at command the recollections of the whole race." (*"Undergraduate Work," Harvard Graduates' Magazine, December, 1910, p. 225.*)

It has often been stated that the reading of books does not accomplish a sufficiently permanent effect in many cases, to make it worth while, but this conception is far too narrow. All the influences brought to bear upon a man go toward his education, and, as was well said in a recent article in the Library Association Record (*Nov. 15, 1910, p. 548*):

"The whole library movement is based on the theory that the reading of any book worth reading produces its educational effect, whether you remember a word of it a month afterwards or not. The story of great lives will affect your own life and character; the history you read will infinitely improve the value of your judgments on the events passing around you; the vision of the poet will not only minister to your love for the beautiful, but will increase your own power of seeing visions."

We are endeavoring to carry on our work with as broad a conception of this field as possible, in view of our limitations through lack of adequate means. Were we able to modernize the older Branches, and had we a satisfactory book fund, we could circulate many more books. To purchase books for Branches is an expensive matter, when every title so ordered involves fourteen or more copies of the book. An important list of books for Branches on technical subjects has been pre-

pared and approved, and awaits our financial ability for purchase. In fact, our condition may be aptly described by the title of a popular work on political economy published some years ago, "Progress and Poverty." We are in desperate need of more money, that we may buy more books, pay more adequate salaries, and accomplish a greater work. We believe in the great importance of the Public Library to the municipality, which was well expressed by Mr. Horace G. Wadlin at the dedication exercises of the New Bedford Public Library:

"This institution stands, and if I mistake not, stands alone in your city as a connecting link between the old and the new intellectual regimes—the eras of intellectual aristocracy and of intellectual democracy, preserving the best thought of the past and making it available for present use and future need. For now, as always, civilization is largely dependent upon the collected wisdom of the past recorded in books, and transmitted from one generation to another. From the vantage ground thus obtained progress to higher levels becomes possible; and the best service a Public Library can render is in making this wisdom available in the promotion of a better civic life."

Mr. Pratt, by a gift to the City of about \$1,150,000 (Central Library, first four Branches and endowment) in 1882, enabled the City to have public library facilities without further expense than payment of the annuity of \$50,000 for over twenty years, the first City appropriation being one of \$5,000 made in 1908. The appropriation last year (1911) was \$25,000. Since the opening of the Library, both area and population of Baltimore have doubled, and number of Branch Libraries has increased from 4 to 15, while at least one more will be added in 1912. A collection of nearly 300,000 volumes has been gathered.

In reference use of reading rooms, in lectures in the newer Branches, in reading clubs of children, the Library serves useful public functions, in addition to the home circulation of books. The service of the Library to the people in the circulation of books is accomplished not merely through books drawn at its buildings, but also through sending of boxes of

books to the public schools of the City, private and Sunday schools, playgrounds and recreation centers, department stores and factories, settlements and study clubs.

NEEDS.

The needs of the Library for additional equipment have changed but little and the following list is largely a repetition of one contained in the Report for 1910:

1. An extensive addition to the Central Library facilities in the shape of an additional new building, monumental in its architecture, convenient and modern in its interior, adjacent to and connecting with the present Central Library Building.

2. Until the erection of such a building, the establishment in remodeled dwellings adjacent to the Central Building, of those departments, for which we have no facilities in the present building, for example:

(a) A technological room.

(b) A young people's room.

(c) A teacher's room.

(d) An open-shelf room containing a standard Library.

3. A sufficient sum of money to enable us to convert the six Branch Libraries first built into open-shelf Libraries, so that there may be no discrimination against the people in the sections of the City where these Libraries are located.

4. A sufficiently large book fund to enable us to purchase very much more largely for the Branches and to increase the number of duplicates purchased.

5. Sites for Branch Libraries as follows:

(a) To take the place of Station No. 10 in the 10th ward, or the southern part of the 9th ward in the vicinity to the southeast of Greenmount Cemetery.

(b) To take the place of Station No. 11 in the 5th ward in the vicinity of Baltimore and Aisquith streets.

(c) In the vicinity of South Broadway in the 2nd or 3rd ward.

(d) In the vicinity of Collington Square in the 8th ward.

(e) In the vicinity of Lake Montebello in the 8th or 9th ward.

(f) In the vicinity of Homewood in the 12th ward.

(g) In the vicinity of Mt. Royal and Maryland avenues in the 11th ward.

(h) In the vicinity of North and Linden avenues in the 13th or 14th ward.

(i) In the vicinity of Ashburton in the 15th ward.

(j) In the vicinity of North avenue and Pulaski street in the 15th ward.

(k) On the Bloomingdale road at Calverton in the 16th ward.

(l) In the vicinity of Carroll and Irvington in the 20th ward.

(m) In the vicinity of Frederick avenue and McHenry street in the 20th ward.

As in previous years, our greatest need is that of largely increased income, and the words of Dr. John C. Schwab, the Librarian of Yale University, in his report for 1909-10 may well be quoted:

"We face the problem of securing the greatest efficiency at the lowest cost, but the problem of meeting the increased demands upon the organized forces of the Library without securing a corresponding increase of income makes the administration of our trust peculiarly difficult. If the demands of the public upon a railroad or a department store call for an enlargement of their facilities or an increase of their staff, the prospective increase of revenue furnishes the means of meeting those demands. Heavier traffic or larger purchases necessarily lead to the enlargement of the facilities offered to the public."

In an article in the *Library Journal* for January, 1911, Mr. Purd B. Wright, the Librarian of the Public Library in Kansas City, expressed forcibly the need of generous support of a Public Library.

"Primarily, the Library was founded as an educational center. This is its real business still, and the hope is expressed that it will continue indefinitely. But it should be made plain

in passing that it has broadened the definition of the word education far beyond the confines of the school, or recitation or lecture room. The Public Library has become the storage battery from which practical help as well as cultural inspiration may be drawn.

"Steam is not generated instantaneously, nor without the expenditure of heat. Electricity is not harnessed for man's use without cost. False economy in the fuel room is instantly apparent in the steam chest or the dynamo. Carrying the analogy to the present question, it is plain that the community which deals niggardly with its Library can expect at best but a like service in return. If the support given be broad and liberal its supporters have the right to expect and to demand of its Library an enlightened administration, one of adequate responses when the call comes."

We have now a well-organized Library system with a number of modern Branch Library Buildings, and are in a position to render important service to the community, provided the means are furnished us. To use an industrial metaphor, the plant is now a very large one, but the fund for running expenses is too small. For larger support, we must look to the City, and must expect from the municipal authorities such annual appropriations as will enable us worthily to fill the position of the Public Library in a large city. The importance of adequate appropriations for the Public Library was recently strongly urged by Dr. Frank P. Hill in his address at the opening of the new Library building in New Bedford, as follows:

"In the support of our schools each taxpayer must share the expenses whether or no he can benefit directly from the school system. In the support of the Library, each person contributing can receive a direct return. Although the amount contributed by each individual may be insignificant, in the aggregate it makes possible the purchase, care and preservation of a collection of books larger than any one would find it practicable or possible to accumulate for his own use. * * *

"I do not wish to suggest that any department of the city should receive less than at present, but I do earnestly urge

that in this and every community the Public Library should receive such financial support from the city government as will enable it to become an efficient part of the educational system of the municipality; that the services of librarians and assistants should be adequately compensated; that the book collections inherited from the past should be preserved, enriched and enlarged for future generations as well as for present use; that the Library being well housed should be adequately maintained, and that the building itself should be kept in good repair."

The Board of Trustees of this Library, after careful consideration, made the following request of the Board of Estimates on September 28, including only those amounts which seemed indispensably necessary for the work of the institution:

The Board of Trustees of the Enoch Pratt Free Library of Baltimore City respectfully requests that an appropriation of forty-six thousand dollars be placed in the ordinance of estimates for the year 1912, for the equipment, maintenance and support of said Library, to be expended as follows:

(a) The sum of two thousand five hundred dollars for the maintenance of Branch Library No. 8, on the corner of Eleventh street and Clifton avenue, in Walbrook.

(b) The sum of two thousand dollars for the maintenance of Branch No. 9, Towson and Beason streets, built from the fund given by Andrew Carnegie, Esq., being 10 per cent. of the cost of the building agreed to be paid by the City for maintenance.

(c) The sum of one thousand dollars for the maintenance of Station No. 10, on the corner of Gay and Mott streets.

(d) The sum of one thousand dollars for the maintenance of Station No. 11, on East Baltimore street.

(e) The sum of three thousand dollars for the maintenance of Branch Library No. 12, Sterrett and St. Peter streets, built from the fund given by Andrew Carnegie, Esq., being 10 per cent. of the cost of the building, agreed to be paid by the City for maintenance.

(f) The sum of three thousand dollars for the maintenance of Branch Library No. 13, Linwood avenue and East Fayette street, built from the fund given by Andrew Carnegie, Esq., being 10 per cent. of the cost of the building, agreed to be paid by the City for maintenance.

(g) The sum of two thousand, five hundred dollars for the maintenance of Branch Library No. 14, Forest Park, built from the fund given by Andrew Carnegie, Esq., being 10 per cent. of the cost of the building, agreed to be paid by the City for maintenance.

(h) The sum of two thousand, five hundred dollars for the maintenance of Branch No. 15, at the corner of Gorsuch and Taylor avenues, in Homestead, built from the fund given by Andrew Carnegie, Esq., being 10 per cent. of the cost of the building, agreed to be paid by the City for maintenance.

(i) The sum of two thousand, five hundred dollars for the maintenance of Branch No. 16, on Fifth avenue, near Park Heights avenue, built from the fund given by Andrew Carnegie, Esq., being 10 per cent. of the cost of the building, agreed to be paid by the City for maintenance.

(j) The sum of three thousand dollars for the purchase, binding and cataloguing of books for Branch No. 16.

(k) A year ago the Trustees asked from the City an appropriation of seven thousand dollars for remodeling Branches 1-6 in such manner that borrowers might be given access to the shelves as in the case of the more recently constructed Branches.

These six Branch buildings were the first erected, and are not planned in accordance with modern Library methods. These Branches are for this reason much hampered in their usefulness and are open to just criticism and complaint.

The Trustees renew, therefore, the request for this appropriation or a portion of it, so that the greatly needed change may be made, if not all in one year, at least in the next two or three years.

(l) The sum of one thousand dollars for the remodeling of Branch No. 7, so as to provide a lecture room therein, and

to arrange the delivery desk, in consequence of the adoption of a system of safeguarded open access to the shelves.

(*m*) The sum of ten thousand dollars for the purchase, binding and cataloguing of books for the fifteen Branch Libraries. This amount allows less than seven hundred dollars for each Library and is as little as is compatible with proper additions to the stock of books. We have no other funds from which to purchase books for these Libraries and their usefulness suffers greatly because we have not been able to add a sufficient number of standard and new books to their shelves.

(*n*) The sum of five thousand dollars to be applied to the payment of salaries of the Library Staff. Many of the employees are grossly underpaid because of the inadequate income of the Library, and the discrepancy is so great as compared with the salaries paid in other lines for a similar class of service that it is becoming each year increasingly difficult to secure or retain a properly educated and efficient force, and the usefulness of the Library is becoming more and more liable to serious impairment. It is the belief of the Trustees that from \$8,000 to \$10,000 would not be too much to expend in this way, but the Trustees deem it wiser to proceed slowly, and therefore only ask at this time for the sum of \$5,000.

The growth of the City and the development of the Library, through the increase of its collection of books, and the entrance upon new fields of usefulness, render it imperatively necessary that we should receive larger appropriations from time to time, if we are to render sufficient service to the people of Baltimore and fulfill the purpose of our foundation in "the benefit of our whole City."

The Board of Estimates felt that the sum of \$34,500 was as much as it would be wise to include in the Ordinance of Estimates for 1912, and while this sum will enable us to accomplish some of the work which we ought to do, it does not permit us to alter all of the old Library Buildings, to make certain needed increases in the salaries, nor to purchase all the books we desire. It is interesting to note that the total amount, \$46,000, included in our request for an appropriation in the

Ordinance of Estimates for 1912, is less than one-fifth of the sum provided by either Cleveland or Pittsburgh in its tax levy for this year. We cannot hope to take proper position among American cities in library matters unless we support the library more adequately than we have in the past. The latest figures at hand of other large cities show appropriations from the tax levy for Library purposes as follows: New York City, \$1,163,398 (Manhattan, Bronx, Richmond, \$618,452; Brooklyn, \$424,739; Queensborough \$120,207); Chicago, \$332,000; Philadelphia, \$224,600; St. Louis, \$214,247; Boston, \$349,455; Cleveland, \$255,590; Pittsburgh, \$274,948 (old limits, \$250,000; Alleghany, \$24,948); Detroit, \$95,073; Buffalo, \$99,950; Milwaukee, \$98,000; Cincinnati, \$159,469.

Owing to limited income, the Library is not able to pay sufficient salaries to its staff, thus not justly requiting faithful and devoted service of employees, and making it increasingly difficult to obtain suitable persons for its work. It is extremely important that persons of excellent ability and education be in the library work, in order properly to guide the reading of men and women, boys and girls who use the Library.

The new Branch Libraries built with the Carnegie gift have already caused the Trustees to draw \$150,000 from the fund, and Library lots given the City on which to place these Libraries are worth about \$25,000 more. Of the six sites already secured, four were given by individuals or private corporations and two were transferred by ordinance to the control of the Library Board from that of the Park Board, which willingly agreed to this transfer.

These Libraries are built according to the most improved modern plans, but to carry on these Branches we need to receive more than the maintenance fund agreed to be paid by the City. Books are necessary, and especially at the opening of a Library it is essential that a large number of well selected books, in good condition, be purchased, while the addition of new books and the purchase of volumes to take the place of those worn out by the public, require large sums of money.

yearly, if the Library is properly to fulfill its function of usefulness. The new Branches are not properly stocked, because we have not had at our disposal the minimum necessary amounts for them.

In addition to the Libraries given by Mr. Carnegie, six of which have been completed or are being built, a Branch Library with the lot was given by Mr. Francis A. White and another by Mr. Robert Poole, at a cost of about \$30,000. There are thus fourteen Library buildings in Baltimore, all erected without expense to the taxpayers.

ORDER AND ACCESSION DEPARTMENT.

The total number of books now on our accession catalogues is 288,255. During the year 17,166 books were accessioned, of which 3,791 were replacements. Since the opening of the Library 84,594 books have been condemned and withdrawn from circulation; 5,760 of these were condemned during the past year.

During the year 6,598 volumes were added to the Central Library; to Branch No. 1, 239; Branch No. 2, 216; Branch No. 3, 228; Branch No. 4, 221; Branch No. 5, 208; Branch No. 6, 240; Branch No. 7, 240; Branch No. 8, 401; Branch No. 9, 490; Station No. 10, 397; Station No. 11, 234; Branch No. 12, 500; Branch No. 13, 642; Branch No. 14, 1,003; Branch No. 15, 3,126.

The total number of books now accessioned for the Central Library is 179,391 and for the Branches as follows: Branch No. 1, 14,555; Branch No. 2, 13,355; Branch No. 3, 11,263; Branch No. 4, 11,155; Branch No. 5, 13,477; Branch No. 6, 11,880; Branch No. 7, 7,642; Branch No. 8, 4,153; Branch No. 9, 3,543; Station No. 10, 930; Station No. 11, 805; Branch No. 12, 4,520; Branch No. 13, 4,124; Branch No. 14, 4,223; Branch No. 15, 3,239.

Of the books upon the accession records of the Central Library, the following are placed in the Stations, viz: Station

No. 10, 597; Station No. 11, 1,162; so that the true number in the Central Library is 177,632.

It has been our purpose to purchase as far as our means warranted, the best books in all departments of literature. We have been unable to procure as many books as we should like, for the Branches, and to duplicate as extensively as would be desirable in some cases, for the Central Library. The purpose of all Public Libraries in purchasing books, has been so well expressed in the eighth Annual Report of the Free Public Library of East Orange, N. J., that a few of its statements are here reproduced.

"Our resources are still limited, but we are adding thousands of books each year; we shall build up our reference department; and we intend to make greater efforts to discover and meet the needs of technical and other workers. For the general reader we shall continue to provide, in all classes of literature, the best of the new books and the most desirable editions of the old.

"There is one point to which we should like to call the attention of our borrowers, asking their patience with the situation. The freedom with which our fiction is distributed results in a constant pressure for duplication and replacement which must be resisted to some extent, or we should spend an appalling proportion of our book fund in that one channel; a course which, as a moment's reflection will show, would defeat the ends of the public library. The recreational function of the Library, legitimate and even important as it is, must not be allowed to infringe upon its educational and other work."

The questions involved in the selection of books are manifold, inasmuch as we must endeavor to meet the needs of all sorts of people in all sorts of subjects. In a recent article on the subject, by Mr. E. A. Baker, in the *Library Association Record* for January 16, 1911, the subject was well discussed. The writer said in part:

"We have done our duty in any given branch of technology when we have provided enough modern books to serve the

needs of the local worker. But when literature is in question we cannot say, 'Look here, we have given you the best poets, an adequate selection of the finest dramatists and essayists, and a representative course of reading in the Greek and Latin classics; the Library is now complete.' Here it is impossible to lay down narrower limits than those of our powers of spending controlled by our powers of wise selection. On this higher side, the function of the public library is to provide for the exercise and enjoyment of those tastes and faculties which were trained and refined in the more liberal discipline of early schooling. The only hope of making the results of a national system of education fruitful and permanent, at least on the intellectual and aesthetic side, is in a national system of Libraries. With this object in view, and with a definite idea of what humanism means—intelligent recreation, healthy and enjoyable exercise of human faculty—we can hardly go astray. Our definition of purpose settles most problems automatically, among them the eternal fiction controversy. Is this book of any practical use? Will it help anyone but a newspaper critic to get a living? Does this novel satisfy any of our aesthetic instincts?"

One of the most difficult problems is that of supplying a suitable list of works of fiction, with a reasonable duplication of the number of copies of the more popular titles. We have attempted to purchase the best written and healthiest of these works of the imagination appearing from time to time, and to meet the demand not of the moment, but of the period after the first rush of readers for the latest book has passed. We have agreed thoroughly with the attitude of Mrs. Belle H. Johnson, as printed in the Bulletin of the Vermont Library Commission for December, 1910:

"We are accustomed to hear old scientific books spoken of as worthless, but not even old works of science are so devoid of interest as old fiction of the popular variety. No book committee or librarian is justified in neglecting to add truly worthy books, to make the collection representative of the world's best

literature, in order to gratify those who demand only current fiction." * * * "After having applied all of the tests, we may include novels portraying a happy and refined home life, even though lacking something in strength of style or interest of plot; we may include stories of daring and adventure, which stir the blood and stimulate courage without glorifying brutality; we may include mystery stories, which present problems for clever brains to solve without making the evil courses of the villains (or heroes) alluring; we may include romances which bear us away from this workaday world to a land of beautiful women and noble, chivalrous men, provided that the wings of the story do not weaken or falter or drop us by the way; we may include all books which tend to cultivate the imagination, to make us keen and alert mentally, to make us fine, happy, kind, broad and strong."

The work of the Accession Department has been brought up fully to date. The replacements are sent back to the shelves more rapidly than in previous years, and there is no delay in accessioning new books and sending them to the Cataloguing Department. The order lists are now looked up and prepared for submission to the Library Committee of the Board, and our agents, within a reasonable time after the book has been noted for purchase. A large number of books were accessioned for the Branches and, both from the point of view of expense and of labor, the purchase of books for this purpose is now quite a serious matter, since, when a title is ordered for each Branch, sixteen copies of the book are received. The preliminary collection of books for Branch No. 15 was accessioned in the early part of the year and the work of preparing the orders for Branch No. 16 was taken up in the latter part of the year. In purchasing for Branches, large use was made of the stock of dealers in remainders and other second-hand books, without which resource it would have been impossible for us adequately to have stocked any of our new Branch Libraries.

In December extensive purchases were made of books of remainders and slightly used books, from local dealers and those in Washington, Philadelphia and New York, for the stock of books with which it is hoped to open Branch No. 16.

French and German invoices have been received promptly, and a number of volumes have been added to our musical scores. The donations have been numerous, although there have not been any gifts of sufficient importance to mention here by name.

The worn-out books were sent, as usual, to schools and Institutional Libraries throughout the State, and rendered good service where sent. A number of old books on medicine and hygiene were given to the Medical and Chirurgical Faculty Library.

The usual stock-taking was prosecuted with care, and its result is as follows: There were missing from the Central Library 89; Branch No. 3, 7; Branch No. 4, 1; Branch No. 6, 3; Branch No. 8, 1; Branch No. 9, 13; Station No. 10, 4; Station No. 11, 22; Branch No. 12, 31; Branch No. 13, 24; Branch No. 14, 2. Since the Library was opened in 1885, we have lost 1,107 books, divided as follows: Central Library, 667; Branch No. 1, 57; Branch No. 2, 26; Branch No. 3, 43; Branch No. 4, 19; Branch No. 5, 13; Branch No. 6, 42; Branch No. 7, 4; Branch No. 8, 11; Branch No. 9, 18; Station No. 10, 37; Station No. 11, 65; Branch No. 12, 79; Branch No. 13, 26. The loss this year was 1 to every 3,514 books circulated. From the beginning the loss has been 1 to every 14,753 books circulated.

Of the 17,166 volumes accessioned for the Library during the year, 830 were bound magazines and periodicals, 836 were donations (including the deposit of United States Documents) and 15,500 were purchased at an average cost of \$1.02½ per volume.

CATALOGUE DEPARTMENT.

During the year there were added to the card catalogue of the Central Library 21,891 cards, in addition to which cards

were made for the public card catalogues of the Central Library and Branches and for copy for the finding list of the Central Library. The titles of 13,498 books suggested for purchase were looked up.

The work of the Cataloguing Department is probably more in arrears at present than that of any other portion of the Library, due to the numerous changes in the force during the past few years, and the necessity to train so many young women to the work, at a time when we were making large additions to the number of books on account of the building of the new Branch Libraries. Notwithstanding these facts, during the year a very marked progress has been made in bringing the work up to date, and there are now few books intended for Branch Libraries which are uncatalogued. It is hoped that in the next year the books waiting to be catalogued for the Central Library may also be reduced in number, so that the books when accessioned may promptly be placed at the disposal of the public, and that the work of preparing the second part of the Central Library Finding List, which has been broken by so many interruptions, may be pressed forward to a conclusion. There are at present 4,167 uncatalogued books, of which number 2,441 are for the Central Library. The importance of the Cataloguing Department of a Library was recognized many years ago by Gabriel Naudeus when he said:

"Books are for no other reason laid and reserved in this place, but that they may be serviceable upon such occasions as present themselves; which thing it is, notwithstanding, impossible to effect, unless they be ranged and disposed according to the variety of their subjects, or in such other sort as that they may easily be found as soon as named."

In the early part of the year two of the cataloguers visited the Library of Congress and the Philadelphia Free Library in order to compare their methods with ours.

The preparation of copy for cards for the Library of Congress has taken considerable time. We have made large use of the cards printed by that Library, and, through that method,

are able to push forward the preparation of the public card catalogue for the Central Library and the card catalogues for the Branches more rapidly than in any other way. The Head Cataloguer writes: "When I consider conditions, I cannot imagine what would be the situation without the service of these cards. How any library, whether large or small, fails to find them a very great saving of time and money, I fail to comprehend."

We had begun our recataloguing of titles in the classes Poetry and Drama, but suspended the work in large measure, inasmuch as the Library of Congress has taken up these classes, and publishes cards fuller and more accurate than ours. It must be remembered that the catalogue work incident to replaced books is very important and takes much time, and that the changing of the shelf numbers of the books at the older Branches, so as to make them uniform with those of the books at the Central Library, is a task of considerable magnitude. In that task we are making very appreciable progress, and in connection with the changing of the shelf numbers, cards for all the books renumbered are sent to each Branch for the card catalogue. The card catalogue at the Central Library became so crowded, and additional room for accession cards was so urgently needed, that a large new case of drawers was placed in the main catalogue room, proving a great convenience and solving the problem of increased space for the present. The cards for the letters "A" to "C" were placed in the new cabinet and a large amount of recataloguing in these letters was undertaken at the time of moving the cards.

The shelf list has been revised in the classes: law, natural science, natural history, industrial arts.

The weekly typewritten bulletins of books catalogued have been posted in various places in the Central Library, and have proven of use to our readers. The copy of those bulletins is expected later to be used for the preparation of the Finding List.

We have catalogued books in a number of foreign languages, among which the most important item is the "Biblioteca de autores Mexicanos." Lack of facility in the less familiar of those languages, and lack of reference information makes the task a slow one. We hope that more assistance may be received from the Library of Congress in the way of issuing cards in these languages in the future. A few titles were catalogued for the Library of Congress. From the beginning of this work, a little over a year ago, copy for 508 books has been furnished.

The cataloguing of the books for Branch No. 15 was a task that occupied a large portion of the time of the Branch Cataloguers, and the needed books were prepared in good season for the opening of the new Branch. The stamping of the books has been kept well up to date, and the boy has been able to assist other departments, especially since the cutting of the leaves and stamping of the periodicals for Branches, is no longer done at the Central Library, but by the force at the Branches. In the last months of the year fewer books were accessioned for the Central Library, so that it was possible to clear some shelves of books which had accumulated for cataloguing.

For the Branch Libraries the end of the year saw a much smaller number of volumes awaiting attention than had been the case for a long time, and it should be possible to bring that work fully up to date in the near future.

PUBLICATIONS.

The annual report for 1910 and the Bulletin of accessions for that year, comprising eighty-one pages, were published in February. The annual report was the first illustrated one we have ever issued, and contains half tone engravings of Branches added to the system since Mr. Pratt's death. A compendious little pamphlet of fifteen pages, describing the history and work of the Library, with a directory of its buildings, was published

in the spring, and has proven itself quite valuable. These publications have brought us pleasant notices in such journals as *The Dial* on April 1, and such letters as the following, which came from one of the leaders of the legal profession in Baltimore: "I beg to acknowledge receipt of your last report. I am sending this more especially for the purpose of commending you on this very excellent and comprehensive resumé of your work and to commend you and the Board for the good work you are doing in the community. I am somewhat surprised at the very extensive amount of effort that has been put out by your Institution."

REGISTRATION.

There are now 39,586 borrowers' cards in force; 214,652 borrowers' cards and 53,629 students' cards have been issued from the beginning. During the year 2,857 students' cards were issued. Two hundred and fifty-five institutions representing 20,474 books, are entitled to the use of the Library. The registrations for the year amounted to 9,056, of which number cards were obtained at the Central Library for 2,823; Branch No. 1, 560; Branch No. 2, 591; Branch No. 3, 508; Branch No. 4, 412; Branch No. 5, 753; Branch No. 6, 476; Branch No. 7, 272; Branch No. 8, 258; Branch No. 9, 162; Station No. 10, 327; Station No. 11, 493; Branch No. 12, 345; Branch No. 13, 508; Branch No. 14, 333; Branch No. 15, 235.

Forty cards were issued temporarily on a deposit of a sum of money.

During the year the following new points of distribution were added to our list: Florence Crittenton Home, Ann Street Settlement, Friends School, Girls' Friendly Society of Emmanuel Episcopal Church, Faith Methodist Sunday School, Irvington Presbyterian Sunday School, Y. W. C. A., Little Book Club.

Of the institutions granted the privilege of drawing books, fifty-nine have drawn books during the year. These institutions have drawn the following number of books in 1911: Public Schools—Administration Building, 2; Eastern High School, 327; Western High School, 52; School Twelve, 366; School Twenty-one, 95; School Thirty, 1,223; School Forty-two, 2,226; School Fifty-one, 169; School Seventy-one, 18; School Seventy-nine, 9; School One Hundred, 24; School One Hundred and Nine, 143; Teachers' Training School, 3; Maryland State Normal School, 47; Arundel School, 111; Bryn Mawr School, 270; Friends School, 47; Goucher College, 5; Johns Hopkins School for Nurses, 1; St. Paul's School for Girls, 101; Ann Street Settlement, 1,859; Maryland Industrial School for Girls, 1,027; Florence Crittenton Home, 552; Hebrew Sheltering Home, 105; Central Presbyterian Church Study Class, 2; Emmanuel Reformed Episcopal Church Sunday School, 515; Faith Methodist Protestant Sunday School, 646; First Presbyterian Church Mission Study Class, 12; Girls' Friendly Society of Emmanuel Episcopal Church, 1; Girls' Friendly Society of St. Paul's House, 127; Immanuel German Reformed Church Sunday School, 541; Irvington Presbyterian Sunday School, 51; Olive Branch United Evangelical Church Sunday School, 517; Reid Memorial Guild House, 41; St. Ann's Roman Catholic Church Sunday School, 299; St. Paul's Reformed Church Sunday School, 913; Sts. Philip and James' Roman Catholic Church Sunday School, 826; St. Stephen's Reformed Church Sunday School, 212; Strawbridge Methodist Episcopal Church Sunday School, 404; Playground in Carroll Park, 83; in City Spring, 135; in School Fifty-eight, 87; Arundel Club, 2; Baltimore Athletic Club, 1,110; Baltimore Club, 656; Handicraft Club, 53; Little Book Club, 66; Northeast Boys' Club, 48; University Club, 639; Post Office Station N, 1,237; Police Headquarters, 549; Baltimore *American*, 2; *The News*, 3; *The Sun*, 23; Fort McHenry, 405; Gilpin, Langdon & Co., 1,203; Hochschild, Kohn & Co., 952; Maryland Diocesan Library, 2; Young Women's Christian Association, 95.

The classification of the institutions drawing books during the year is as follows: Public Schools, 14; Private Schools, 6; Reformatory Institution, 1; Sunday Schools and other church organizations, 15; Playgrounds, 3; Clubs, 7; Post Office, 1; Police Station, 1; Newspapers, 3; Miscellaneous, 8.

The opening of each new Branch adds a number of additional patrons to the Library. When Branch No. 15 was opened this year, the number was not as large as in some other cases, inasmuch as Homestead is not a thickly settled locality.

CENTRAL LIBRARY BUILDING.

The need of space in the Central Library Building becomes greater and greater every year. We have placed shelves in every nook and cranny where it seems possible, in the old building, have shelved the rear rooms on the first floor in the annex on Cathedral street, for our Federal Public Documents, and have placed our pamphlet collections in the third floor of that building. Shelves were also placed in the hallway of the first floor for the use of the Branch Cataloguing Department.

We are quite at our wit's end to know where to accommodate books during the coming years, unless an additional building be provided. This is the most urgent need of the Institution, and our Central Building is that portion of our equipment in which we compare most unfavorably with other large cities.

In December the Trustees were fortunate in being able to purchase the property 406 Cathedral street, which adds to our holdings in an important way.

The hallways and boys' lunch room in the annex were papered in the spring. A number of new typewriters were bought, and the Central Library is now fairly well supplied with such machines, except that one ought to be given to the Delivery Department.

The lighting of the Central Library Reading Room was much improved in December by the installation of new chandeliers with inverted gas jets.

In the spring we installed a vacuum cleaner in the building, which was a great comfort, as it took away the dust which heretofore was largely thrown from one part of the building to another.

When the building was erected no elevator was placed in it, and this deficiency causes many complaints among our patrons. People object to climbing the stairs, unless they intend spending some time in the building, and some reference work has to be done by the delivery clerks in consequence.

REFERENCE DEPARTMENT.

No portion of the Library so thoroughly covers all possible subjects as the Reference Department, whose aim is that expressed by Naudeus, who said:

“For certainly there is nothing which renders a Library more recommendable than when every man finds in it that which he is in search of.”

It is surprising how many subjects of investigation are brought before the Library. People are able, through the use of our books, to have information on all kinds of topics, and to obtain the learning of thousands of men, for Dr. John Todd spoke truly when he said:

“The laws of mind and of matter do not alter; and thus we can, in a short life, know as much, and judge as accurately, by the use of books, as we could by living centuries, having no light to guide us, except that of our own individual experience.”

The students from the various colleges come in to write their essays, the clergy use the books to prepare their sermons and people of all classes come to read the magazines which we have in many lines.

The teachers' Summer Course held at the Johns Hopkins University gave us an unusual amount of reference work for that season of the year. During the session of six weeks, numbers of those taking part found the Library most helpful to them. After the hours of lectures, it was not an unusual sight to find many of the teachers making their way for the

quiet and the cool of the Reading Room in which they could consult references needed, and prepare, in comfort, their necessary papers. Many afterward expressed their appreciation of the Library's great assistance given them during those hours of study.

The collating and binding of the magazines is well up to date and the bound volumes are returned to the shelves shortly after the new volume has begun.

In the spring in order to assist us in making room, most of the Federal Public Documents were removed from the Central Library to the annex on Cathedral street.

The Maryland documents were kept in the Central Building. The additional shelving thus gained is used entirely for the heavy volumes, which heretofore have rested on too narrow shelves. These large books will now be safer and better protected. This move meant, also, a complete rearrangement of all the smaller volumes—a work which required much time and labor.

As we have long since found out that the schools cannot well exist without the Library, so, too, are we awakening to the fact that the public who use the telephone cannot well do without us. The one great idea of the day seems to be saving of time, and this is verified hourly in the many calls we have over the telephone.

The information department of the Baltimore *News* and *The Sun* were constant in their telephone messages to us. Information on many subjects and lines was asked, and we feel assured that in nearly every instance the desired answers were promptly and satisfactorily given. Indeed, the general reference work has now become a most important and most trying feature of this department. Lists after lists are constantly being left here, to be called for later, or to be sent by mail, and while this work may not be put down in so many figures, much time and labor is thus given each day to our patrons.

Among the important accessions of the year may be mentioned the new editions of the Encyclopedia Britannica and of the Schaff-Herzog Religious Encyclopedia.

At the reopening of the school year, in the autumn, the students from various schools and colleges made daily use of the Reading Room. The teachers, as well as pupils, found the Library helpful. In the latter part of the year the lists of periodicals, both for the Central and Branch Libraries, were carefully revised, the Custodian of each Branch being consulted as to the wants of the readers of her section. Several lots of guide books and travel circulars were sent from tourists' agents, &c., during the year. These have been made accessible in the Reading Room and have proved interesting and helpful to patrons.

The Reading Room of the Central Library was open every secular day of the year from 9 A. M. to 10 P. M., except during July and August, when it was closed at 9 P. M. On Sundays and holidays, except during the period from June 1 to October 1, and on Christmas, the Reading Room has been open from 2 to 7 P. M. The use on holidays and Sundays has been sufficient to warrant continuing such opening, except during the warm weather. There are 390 current periodicals on file. The largest circulation occurred on March 6 when 455 periodicals were used, and the smallest on July 3, when 143 periodicals were used. The Sunday and holiday circulation varied from 7 on May 30, to 180 on March 26. Eighty-six thousand four hundred and sixty-seven magazines were used in the Reading Room during the year, as against 97,816 in the previous year. The Reading Room was open 304 secular days, 35 Sundays and 5 holidays, or 344 days in all.

BINDERY.

The Bindery Department has the following record: Books mended, 72,682; books sewed, 4,696; books bound in Library, 423; books bound by outside binders, 918; books rebound by outside binders, 6,565. Of the number of books mended, 23,745 were mended at the Central Library; at Branch No. 1, 6,327; Branch No. 2, 909; Branch No. 3, 5,444; Branch No. 4, 3,038; Branch No. 5, 5,874; Branch No. 6, 2,457; Branch

No. 7, 2,554; Branch No. 8, 3,954; Branch No. 9, 3,030; Station No. 10, 2,472; Station No. 11, 4,319; Branch No. 12, 1,969; Branch No. 13, 4,197; Branch No. 14, 2,455; Branch No. 15, 38.

Of the total number of books sewed, 1,350 were sewed at the Central Library and at the Branches as follows: Branch No. 1, 273; Branch No. 2, 208; Branch No. 3, 293; Branch No. 4, 289; Branch No. 5, 240; Branch No. 6, 231; Branch No. 7, 182; Branch No. 8, 84; Branch No. 9, 221; Branch No. 12, 404; Branch No. 13, 517; Branch No. 14, 402; Branch No. 15, 2.

The training of apprentices in this Department has taken considerable time. The work turned out by the Department has been greatly improved in form, so that we feel that a noticeable advance has been made. Inasmuch as all of the Branch Library employees have now been trained in the repairing of books, the number of visits to Branches by employees in this Department at the Central Library was very much diminished during the year, and thus a greater amount of time remains to be devoted to the work at the Central Library.

The following paragraphs prepared by the head of this Department show what we teach in the Bindery to those who make application for positions in the Library:

First—Mending.—Putting a book in as good a condition possible after it has been mis-handled; pages torn in every shape possible, half pages gone; illustrations or pages loose to be tipped in; backs broken along edges, so that a binding of cloth has to be glued on to cover the break; books hanging loosely in the backs and to be pasted along joints, pushed back into shape and allowed to dry (that is, if the super and paper have not come off, and the book is only loose in its joint).

If end papers are missing, tip them in, so that neither the title-pages nor end of the book is exposed to wear.

In fact, every sort of ingenuity is used, as no two persons tear a book in the same way. All torn leaves are to be mended with a fine parchment paper, thin enough to read through, and shaped to suit the tear as near as possible. The paste used in

the work is to be used as sparingly as possible, only on the edges or tips of pages, as it spreads easily and will go in toward the printed matter, and so spoil the book. If the book has come unglued from the super, and the back is exposed with the section showing, *no paste is ever to be used on this exposed portion*, as it ruins it; such a book should be ripped and re-sewed, if it is in the original case. If it has been sewn before, it should go to the binders. After the book has been rebound, it is to be mended as long as it is possible to do so with credit. The applicant will have to know, when she sits down to mend her books, that the table contains books to be mended to go back to the shelf; books for the binders which are to be collated before sent; broken backs to be covered with cloth; books with exposed sections to be ripped; and rebound books to be mended as long as possible; and then condemned.

Second—She is shown how to rip a book by dividing it into sections, mending any part she may find torn, turning back the joint so that when the book is sawed for sewing it presents a straight surface, and the saw cuts are made of an even depth, for the tapes or cords on which a book is sewn. In ripping a book, it may be composed of two, four, six or eight fold sections, so that each book is a law unto itself; and, although one may rip a number of books with fourfold sections (which is the usual division), yet one cannot blindly follow directions, but must use discretion when thrown upon her own responsibility.

Third—She is taught to make flyleaves, two pieces of paper with a cambric joint. This joint covered by a flap at the top.

Fourth—She now has her ripped and mended books, with her prepared flyleaf, has made with a saw the cuts across the back sections for her tapes or cords; she now strings up her sewing bench with these cords or laces, on which to sew her books, section by section.

CIRCULATION—GENERAL.

In the early part of the year the circulation showed an increase, but the long and hot summer caused a great drop in

the number of readers, and in the autumn the number of books circulated was about the same as in the previous year. We feel, however, that although the figures of circulation are very important, the quality of the books read is more important than the quantity. In this opinion other librarians agree with us. One of the ablest of men in the profession, Henry M. Utley, in the Forty-sixth Annual Report of the Public Library of Detroit, said:

"If the Library were simply seeking to swell its circulation, it would need only to supply every call for 'the latest.' But it is our view that the Library has some responsibility to the civilization of the age and is promoting the better standards by choosing, with some thoughtfulness, the books which it will supply to readers. Those who clamor for the novel of the hour may hire it from the circulating Libraries, and so their patronage is lost to the Public Library. But in the interests of sound morality and intellectual honor, it is better so.

"The work which the library does cannot be shown in statistics. The knowledge which the young machinist gets out of a library book may be of great financial benefit to him in the course of his life. This might be computed in dollars and cents. The benefit which the young student gets from application to books is broadening and inspiring on the intellectual side and is shown in his mature life in a strong and commanding professional or business career. The use of books may be inspiring on the spiritual side. Reading is not wholly for instruction or intellectual advancement; it may be for refreshment of mind and soul. So while the library serves all these ends it is not able to show in any graphic form the extent of this service. But the service is, nevertheless, generally recognized and understood."

We have endeavored, as far as possible, to stimulate the reading of standard literature, and the great books both of our own and other languages. We feel, in the language of Hamilton Wright Mabie, that: "The importance of reading habitually the best books becomes apparent, when one remembers that taste depends very largely on the standards with

which we are familiar, and that the ability to enjoy the best and only the best is conditioned upon intimate acquaintance with the best."

One of the great difficulties of the present day is that people are too eager to read the latest publications, without regard to the fact that the wisdom and imagination of the past have provided works of great value and interest. This is not a new fault, for years ago William Hazlitt wrote on reading new books, that: "If I have not read a book before, it is, to all intents and purposes, new to me, whether it was printed yesterday or three hundred years ago. If it be urged that it has no modern, passing incidents and is out of date and old-fashioned, then it is so much the newer; it is farther removed from other works that I have lately read, from the familiar routine of ordinary life, and makes so much more addition to my knowledge. But many people would as soon think of putting on an old suit of armor as of taking up a book not published within the last month, or year at the utmost. There is a fashion in reading as well as in dress, which lasts only for the season."

Not only is there too little reading of books written in the past, but there is too little systematic reading, although libraries do what they can to encourage this, and such leaders in the library world as Mr. H. L. Koopman give stimulating calls to systematic reading such as is found in his address entitled "The Reader's High Privilege."

"As a duty to ourselves, we must make the acquaintance of the books that the common judgment of the world has pronounced to be of the most value. They must become more than names to us. We may not indeed find in all of them food for our own spirits; but it is a part of our business in seeking a knowledge of mankind to know the thoughts and thought-forms that men have found of most worth. It is not to be supposed that we shall prize all these books equally; some of them will never be more to us than great monuments which, for some reason peculiar to our temperaments, do not appeal to us; but among the number we shall find some that will throw open to our souls the very gates of heaven.

"But I do insist that literature is the most inclusive and the most definite of all the arts, and that, therefore, books unlock to us a vaster world than obeys the spell of any other art.

"Let us set out with the recognition of the fact that systematic reading is far more profitable than desultory reading, even on the same literary level. One excellent way to achieve system is to read by authors, to make the author a study, in his writings and his life.

"We shall, of course, read our contemporaries, and we have a right to, so long as we do not give them the time and attention that clearly belong to their betters. The truth is that contemporaries—unless they are contemporary poets—have a quite unfair advantage over their elders, our own in time and place being so much more attractive to us than anything more remote. Still, our contemporaries have a claim upon us—even, I am rash enough to assert, our contemporary poets—for they have a message that their predecessors cannot give us; it may not be the most important message for us; but it is a message of value.

"Let us be careful that in heeding contemporary voices we are not storing our minds with the contents of "back numbers." True literature as we have seen, never becomes out of date; Homer still keeps up with the telegraph."

There is no question that these are the purposes in reading; the obtaining of knowledge and the obtaining of pleasure, or, as Edward Everett Hale said:

"First of all, remember that what you want from books is the information in them, and the stimulus they give to you, and the amusement for your recreation."

Both the pursuit of information and of pleasure through books are legitimate. The important thing is to select with books, as with men, the right companionship, and to remember, in Frederic Harrison's words:

"Books are not wiser than men, the true books are not easier to find than the true men, the bad books or the vulgar books are not less obtrusive and not less ubiquitous than the

bad or vulgar men are everywhere; the art of right reading is as long and difficult to learn as the art of right living."

After all, there is nothing more capable of liberating the average man from the routine of daily life, from the petty concerns that press so round about them, as the reading of good books. That great book man, Ainsworth R. Spofford, put the matter thus:

"The formative power of books can never be overrated; their subtle mastery to stimulate all the germs of intellectual and moral life that lie enfolded in the mind. As the poet sings—

" 'Books are not seldom talismans and spells.'

"Why should they not be so? They furnish us the means, and the only means, whereby we may hold communion with the master-spirits of all ages. They bring us acquainted with the best thoughts which the human mind has produced, expressed in the noblest language. Books create for us the many-sided world, carry us abroad, out of our narrow provincial horizons, and reveal to us new scenery, new men, new languages, and new modes of life. As we read, the mind expands with the horizon, and becomes broad as the blue heaven above us."

In previous reports we have referred to this same thought, namely, that books give men the friendship of the great and the best which those great men could give, and we would emphasize this point again by quoting from "Instructions Concerning Erecting of a Library," by Gabriel Naudeus:

"That it is a thing altogether laudable, generous and worthy of a courage which breathes nothing but Immortality, to draw out of oblivion, conserve, & erect (like another *Pompey*) all these Images, not of the Bodies, but of the Minds of so many gallant men, as have neither spared their time, nor their Industry, to transmit to us the most lively features and representations of whatsoever was most excellent & conspicuous in them."

CIRCULATION—CENTRAL LIBRARY.

The books on selected subjects, placed on the uppermost shelf in the delivery room showcase, show the following results: In January we circulated 257 books in Philosophy as against 151 in 1910; in February we circulated 715 books in Essays, Miscellaneous Works, etc., as against 659 in 1910; in March we circulated 497 books in Applied Science and Useful Arts as against 421 in 1910; in April 308 books were circulated in Natural History, as against 262 in 1910; in May we circulated 488 books in Fine Arts, as against 427 in 1910; in June we circulated 501 books in European History, as against 391 in 1910; in July we circulated 253 books in Language and Education, as against 114 in 1910; in August we circulated 179 books in Medicine, as against 102 in 1910; in September we circulated 383 in Military, Naval and Recreative Arts, as against 131 in 1910; in October we circulated 565 books in American History, as against 339 in 1910; in November we circulated 441 books in Political and Social Science, as against 252 in 1910; in December we circulated 319 books in History—Asiatic, African, etc.—as against 146 in 1910.

During the year the home circulation from the Central Library amounted to 212,443 volumes, of which number 152,571 or 72 per cent. were works of fiction. In addition there were sent to schools and institutions 21,463 volumes, of which number 16,304 or 76 per cent. were works of fiction. The Library was open for the circulation of books 304 days. At the Central Library, February 25 and March 11 were the days of largest circulation, when 1,622 volumes were given out. The smallest circulation occurred on September 12, when 384 volumes were used. The average daily circulation was 1,028. These figures do not include reference use on Sundays.

The average circulation of each book in the Central Library was 1.79. Considerable use is made of the privilege of renewal, which is granted for books not English fiction, that have been in the Library for more than a year and are not especially withdrawn from renewal.

During the year 638 notices reserving books have been sent out. This reservation is made for a period of twenty-four hours, of all books except fiction, upon the borrower depositing two cents with the Library. A notice is then sent him, when the book is returned to the Library, and the book is kept subject to his order for twenty-four hours.

The late President William R. Harper once said:

“The world outside of school divides itself into two classes; those who read and study at home, thus continuing to rise higher and higher not only in the intellectual sphere of life, but as well in the more practical spheres; and those who do not read and study at home, and for this reason sink lower and lower in the grade of human life, dragging with them all with whom they may come in contact.”

One of the great difficulties with Public Libraries throughout the country is that so many young people stop reading when they leave school and go into the activities of later life. It is most unfortunate that libraries have not been able to hold, in their maturer years, more of the young people who drew books when they were boys and girls, but we feel pleased, on the other hand, at the numbers who do continue the use of the books, and who show an intelligent interest in the Library, and an appreciation of it. In the endeavor to improve the reading of the young people, the Library procured and distributed a large number of copies of a little pamphlet entitled “Practical Books for Practical Boys,” which pamphlet was published and distributed freely by Hammacher, Schlemmer & Co., of New York.

The public card catalogue has increased very largely during the year, and in the autumn a case for the part of the catalogue containing the cards for fiction was placed in the Delivery Room. This case enables more people to use the card catalogue at one time, and made it possible to spread out the cards so that the drawers are not so much crowded. The cases for the other classes of books remain in the Registration Room. An encouraging feature of the work has been the number of parents who accompany their children to the Delivery Room

and aid them in making selection of books. The teachers of the City have been good patrons of the Library, and the summer school at the Johns Hopkins University occasioned quite a rush for books in certain subjects.

The smaller circulation of books at the Central Library, due to the opening of new Branches, and to the fact that this section of the City is rapidly becoming a business district, is not an unmixed evil, for it enables the clerks to give more individual attention than formerly. We have found it very beneficial to have a clerk permanently at the delivery desk, who becomes acquainted with the needs as well as with the foibles of the public, and learns how to use the necessary diplomacy to please the various dispositions of those who use the Library.

OUTSIDE DELIVERY.

The registration of certain new places of distribution is referred to elsewhere. The work of the Department has kept up well, when compared with previous years, and the reference work of looking up books on special subjects, to be sent to Branches and institutions, has taken much of the time of the staff. The Branch stock-taking was carried on by the head of the Department in May and June. During the summer the Playgrounds used the books to good purpose. By the removal of the troops from Fort McHenry we lost an institution which had been a valued patron for four or five years. The visitation of the Public Schools was taken up in the autumn, and very satisfactory relations were established with the new librarians at the two girls' high schools, which are using our books to much advantage. To 16 blind persons in the counties of Maryland, 127 books were sent through the mails during the year.

Owing to the difficulty to secure a satisfactory delivery of books to Branch No. 14, at Forest Park, we began in the summer the practice of sending the janitor of that Branch to the Central Building daily, with a fibre case in which to take the books. This method of sending books and supplies proved so satisfactory that it was determined to extend it to all the

Branches, and on December 1 the new arrangement began. After that date boxes of books have been sent Branches only in exceptional instances.

In the autumn the public schools made less use of the Library than in previous years, and it is doubtful if this use will greatly increase, until better facilities are provided, for giving the schools more copies of books they desire, or until the teachers are able to have more complete information as to the books in the Library. One of the heaviest users of our books was School 30, and it ceased the use of the Library in the autumn, owing to the retirement of the one teacher, who was especially interested in the work.

BRANCHES IN GENERAL.

During the year a new Branch has been built, and another one has been begun, so that in a short time there will be seventeen places for the distribution of books. We have found the new buildings erected from the Carnegie Fund to be adequate to our needs, and are anxious to modernize our older Branches so as to make them as nearly like these later ones as possible. The Branches still lack telephone service, and there is need of a typewriter in each of the earlier Branches. Other needs are larger income: so as to make more adequate purchases of books, to complete the card catalogues at the older Branches, to reclassify the older Branches so that all their books are given Central Library shelf numbers.

The lectures at the Branch Libraries were for the most part well attended, and our thanks are due to the gentlemen who kindly gave these lectures without remuneration, for the benefit of the people. I feel sure that if an appropriation were made by the municipal authorities, we could accomplish here something similar to what has been done so successfully in other cities in public lectures. The giving of lectures is a legitimate part of the work of the Library, as was well shown by Mr. Henry E. Curran in an article in the *Library Association Record* for September 15, 1911:

"From the earliest times seats of learning and other institutions established to promote intellectual progress caused libraries to be formed as a necessary part of their machinery. The public library reverses that order of things—providing lectures that will open the mind and quicken the intelligence, broaden the outlook of the masses upon affairs, excite interest in hitherto unexplored regions of knowledge, and direct attention to books upon wide and pleasant prospects of study and inquiry obtainable freely from the libraries—the work of which lectures are intended to reinforce.

"The point to be kept in view is that free lecture work should always be impressed upon people as part of the Library work. The Library should bulk largely in everything that is done. I do not for a moment suggest that this should be done obtrusively. But by every reasonable means it should be made manifest that the lectures are in direct association with the Library."

It is very encouraging to notice that in many of the Branches the circulation increased in the last month or so of the year. In December the method of sending books from the Central Library to Branches was altered, as is described elsewhere in this report. This new method is of great advantage in that there is the possibility of notices being sent more expeditiously than formerly, and the patrons of the Branches know certainly at what hour they may expect to receive books sent from the Central Library.

BRANCH NO. I—FREMONT AVENUE, NEAR LAFAYETTE SQUARE.

In the reading room 10,626 magazines and 5,675 books were used. The home circulation amounted to 32,153, of which number 25,113, or 78 per cent., were works of fiction.

The total circulation amounted to 37,828, and the average circulation of each book was 2.24. The Branch, in addition, circulated 762 books through delivery from the Central Library. The highest circulation, 226 volumes, occurred Jan-

uary 14; and the lowest, 46 volumes, occurred September 12. The average circulation was 124.

At this Branch, as indeed at all the others, the examination of the books, so as to obtain knowledge of their contents, is carried on by the staff, but has been much broken in upon during the year, through the necessity of changing the numbers of many of the books. This work has progressed with such rapidity here that 3,890 books, comprising about one-fourth of the collection, are already provided with Central Library numbers. In large part, tags are abandoned for the backs of books, and the numbers are put on the back of the book in white ink, being then covered with shellac.

The patrons continue to bemoan the lack of catalogues and the difficulties of the clerks are extremely great. The card catalogue covers only the books which have Central Library numbers, there is no open access to the shelves, the old Finding Lists are worn out and out of print. We can hardly hope for an increase in circulation until these conditions be changed. The contrast between these older and the newer Branches is quite marked, and one of the most important things which we can do is to bring the earlier buildings up to the standard of equipment of the newer ones. An encouraging feature, however, is the increase both in the size and the use of the card catalogue. Special emphasis is put upon the fact that this catalogue is up to date, including no books which have been withdrawn, and all the new books, which condition was never possible in the Finding list. An index of poetry has been prepared by the force at this Branch, and proves very useful.

The irregular hour of the delivery of books from the Central Library caused many complaints. It was impossible to know when persons could receive books which had been sent for, as the box was delivered at varying times, from three to eight P. M. This difficulty has been overcome by the new method of having the janitors come to the Central Library. Especial effort has been made to place lists of books upon timely subjects on the bulletin board, thus supplying people with suggestions as to what to read. The volume entitled

"Fingerposts to Children's Reading" has been found very helpful in recommending books.

A telephone would give opportunity to call up the Central Library and obtain answers to questions asked, thus much strengthening the reference work of the Branch.

A separate portion of the building for children is a great need at this building.

BRANCH NO 2—HOLLINS STREET, NEAR UNION SQUARE.

In the reading room 12,617 magazines and 6,274 books were used. The home circulation amounted to 37,101 volumes of which number 31,516, or 85 per cent., were works of fiction.

The total circulation amounted to 43,375, and the average circulation of each book was 2.77. The Branch in addition, circulated 1,604 books through delivery from the Central Library. The highest circulation, 286 volumes, occurred February 25; and the lowest, 59 volumes, occurred October 31. The average circulation was 142 volumes.

The Custodian regards the marking with ink upon the back of the book instead of tags, as an improvement in legibility and durability, and as a means of keeping books from being lost. Considerable use has been made of bound magazines in the Reading Room. The younger readers use the card catalogue with greater ease than older persons. Among the interesting readers at this Branch have been a returned missionary from India, and a lady who always asked for a volume of the Encyclopedia Americana. After coming for a year, she said to the Custodian: "I think I am doing pretty well. I have read all these encyclopedias up to volume ten, and I expect to finish the rest this winter."

BRANCH NO. 3—LIGHT STREET, NEAR RIVERSIDE PARK.

In the Reading Room 15,894 magazines were used and 4,913 books. The home circulation amounted to 35,861 volumes, of which 28,743, or 80 per cent. were works of fiction.

The total circulation amounted to 40,774, and the average circulation of each book was 3.14. The Branch circulated 1,012 books through delivery from the Central Library. The highest circulation, 290, occurred February 25; and the lowest, 47, occurred September 12. The average circulation was 134 volumes.

The Custodian in the early part of the year was transferred to Branch No. 6, and her successor brought from Station No. 11. Under the new management the work of the Branch has been carried on satisfactorily.

During the early months of the year there was considerable increase in the circulation, which was attributed largely to the changing of the shelf numbers of the rebound and replaced books to the Central Library classification, which brought good and old books to the front. To a great extent the selection of books drawn on students' cards is left to the clerks, and it is sometimes difficult to find suitable and attractive books.

In the early part of the year weekly afternoon reading classes for boys and girls were conducted, with an average attendance of about fourteen for each class, which number is as large as can well be accommodated in the small room in which the classes are held. The classes were discontinued shortly before Easter, as many of the children were obliged to attend church services at that season, and the warm weather followed soon afterwards.

Several lists of books suitable for girls and boys have been placed on the bulletin board, and have proved very useful. Reading Clubs for small boys and girls were reorganized in the autumn. The Custodian writes:

"We hope to accomplish a great deal by having these Clubs, for a club very seldom fails to establish among its members a feeling of friendliness and personal interest in the Library. In that way we hope it will prove itself a very decided aid in reducing the Librarian's police duty."

The building is much in need of frescoing, but we are delaying the expenditure of any money upon the interior in the hope that we shall receive an appropriation for remodeling it.

The use of the Library by adults is less than we wish, but it is difficult to induce men and women to use the Reading Room. Children are no longer allowed to use books of fairy tales in the Reading Room, since they are in such great demand in the Circulating Department, that it is inadvisable to hold them for Reading Room use.

Numerous calls have been made for books on electricity, wireless telegraphy, mechanics, &c.

BRANCH NO. 4—CANTON.

In the Reading Room 8,387 magazines and 3,015 books were used. The home circulation amounted to 24,263 volumes, of which number 18,156, or 75 per cent., were works of fiction.

The total circulation amounted to 27,278, and the average circulation of each book was 2.16. The Branch circulated in addition 836 books through delivery from the Central Library. The highest circulation, 175, occurred January 3, and the smallest, 35 volumes, occurred September 12. The average circulation was 89.

The Custodian of this Branch for a number of years was transferred to our new Branch No. 15, in the latter part of the year, and her successor was taken from the delivery force of the Central Library.

The greatest material change has been the construction of a substantial wire fence around the lot, in the autumn. After this the ground was broken up and manured, with the expectation of seeding it in the spring, and securing a lawn, which will make the Branch more attractive. The street north of the Library was paved during the year with vitrified brick.

The little back yard of the Library proves a great pleasure to the staff, and a source of enjoyment to the public, as flowers for the counter have been provided from it.

A large number of foreigners have registered at this Branch, and the evening work became so heavy that a second assistant was added to the force in the autumn.

A separate reading room for children is a desideratum, and would probably bring more adults to the Library. Several of the men who use the Library work at night and find the reading room quiet, when they patronize it during school hours. The new books were much appreciated. An attempt was made to specialize somewhat in the way of providing books peculiarly adapted to the locality, by placing a number of mechanical textbooks there. The cabinet of curiosities received some additions, and is well filled.

The circulation at this Branch drops greatly when the warm weather comes, as many of the patrons go to the country with their families to pick berries.

BRANCH NO. 5—NORTH BROADWAY, NEAR JOHNS HOPKINS HOSPITAL.

In the Reading Room 8,031 magazines and 4,764 books were used. The home circulation amounted to 35,452, of which number 28,285 volumes, or 80 per cent., were works of fiction.

The total circulation amounted to 40,216, and the average circulation of each book was 2.62. The Branch, in addition, circulated 540 books through delivery from the Central Library. The highest circulation, 250 volumes, occurred April 3; the lowest, 28 volumes, occurred May 10. The average circulation was 132 volumes.

The Boys' Club was maintained with success during the colder months of the year. At the request of all the boys a portion of the Bible was read at the opening of each of its meetings.

The Custodian reports that the changing of the numbers brought books into use, which had been overlooked by the readers. The circulation had been falling off for a number of years, but without apparent reason the diminution ceased in the spring, and there was even an increase. Fairy tales, of course, are much in demand among the younger children, but there has also been noticed a very agreeable increase in the historical works taken out by the boys. The Summer School at

the Johns Hopkins University brought some students to the Branch for books on English Literature and History.

BRANCH NO. 6—PEABODY HEIGHTS.

In the Reading Room, 17,748 magazines and 6,159 books were used. The home circulation amounted to 24,290, of which number 19,534, or 80 per cent., were works of fiction.

The total circulation amounted to 30,449, and the average circulation of each book was 2.40. The Branch, in addition, circulated 2,194 books through delivery from the Central Library. The highest circulation, 212, occurred February 28, and the lowest, 35, occurred September 12. The average circulation was 100 volumes.

The Custodian resigned at the beginning of summer, but we were able to fill her place satisfactorily, and the work has been well carried on.

The opening of Branch No. 15 caused a slight diminution in the number of persons using this Branch. The demand in this neighborhood for new works of fiction is great, and several such Libraries in the neighborhood somewhat supply the desires of people for that kind of literature.

We were able to purchase for the Branches more books in the past year than had been the case for a year or two previous. Of the new books, the Custodian writes :

“They were sorely needed and are a great help, but we wish we could multiply them by ten, or better still, ten times ten. They quickly advertise themselves, one friend telling another about them, and we had the pleasure of seeing some of our old borrowers come back, because they had heard of the arrival of these books. Even when the new book desired is out, we can point to the list on the bulletin board and say ‘there is the list; we really have them.’ In such a case, of course, we try to find some old book to take the place of the desired new one, and assure the borrower that there will very likely be a new book in the next time he comes.”

"As much as we desire a larger circulation, I sometimes wonder just how we would get all our other duties accomplished if we were obliged to devote more time than we do at present to the delivery, for we have children's clubs, collating of magazines for binding, changing of shelf numbers of the books and additional bindery work. It is hard to decide, at times, just which work is most important to finish first. It also takes more time now to bring the public the books called for, since our catalogue is so incomplete. Although we often select books for the children, it requires less time to wait on them than the grown folks, for the children's books are often taken from the lists of interesting and helpful books we make out for them. It is a pleasant part of the work to select for children, especially when they come in with beaming faces and say, "That last book you gave me was fine." It is interesting to notice how much more quickly the children learn to use the card catalogue than the grown people, who often consider it a puzzle which they are incapable of solving. We have permitted quite a number of persons to have access to the shelves, but sometimes instead of going there themselves, they prefer to have us select books in the subjects in which they are interested, and bring them to the counter, so that they may look over them there. The use of the books from the Central Library through this Branch is very considerable, and a telephone is much needed, through which we could receive desired information, instead of using the mail, which involves the delay of a day. With a telephone, the Branches would be able to do the work of much larger and more complete Libraries."

One of the most important portions of the work of this Branch is that done for the students of Goucher College. Since it is impossible to have in the collections of this Branch the books needed by the students of the college, books are sent from the Central Library, and are held at the Branch for a fortnight as reference books, being allowed to be taken out only over night. In the early autumn a letter was addressed to each member of the faculty, calling attention to this feature of the work, and we have had very profitable co-operation from sev-

eral of them. Helping children with reference work in connection with their studies is also an important part of the work to which considerable attention has been paid. Had we the money to do so, additional reference books might well be placed at this Branch. Good work was done at the Branch in assisting students taking the summer course at the University.

Friends have assisted us in making the building and garden attractive by gifts of a large rubber plant, walnut and maple trees and a nice lot of bulbs, the result of which was that we had an extremely attractive walled garden throughout the year.

A low tier of shelves was built in the office for the temporary accommodation of books while numbers are changed or lists are checked off.

BRANCH NO. 7—WOODBERRY AND HAMPDEN.

In the Reading Room, 8,524 magazines and 762 books were used. The home circulation amounted to 15,308, of which 12,801, or 84 per cent., were works of fiction.

The total circulation amounted to 16,070, and the average circulation of each book was 1.94. The Branch in addition circulated 521 books through delivery from the Central Library. The highest circulation, 115, occurred February 18; and the smallest, 5, occurred September 12. The average circulation was 52.

The prosperous condition of the cotton duck industry has caused a decrease in the circulation. Many of our readers are unable to find time to use the books, since they are now fully employed. The opening of a recreation building in the neighborhood, which contains a reading room, gymnasium, etc., has also drawn away some of our readers, and the moving picture parlors are so popular with both old and young that they leave many little time or inclination for reading. A large number of children use this Library and have enjoyed the additional children's magazines which were placed in the Reading Room. In many cases, parents send their children for books, requesting the clerks to make selections.

The improved pavement was laid on Falls Road in the spring, and at that time the fence was moved back from the pavement to the building line, which much improved the appearance of the property, especially as the same thing was done by the property owners along the street on each side of the Library. As the result of heavy rains and grading of property on the north side of the Library, on several occasions the yard was badly washed, and the cellar flooded, so that a pump was installed in the cellar. Considerable building has been done in the neighborhood of the Branch, and we hope that this will lead to an increase in our circulation.

At the time of the coronation of King George V, his picture was placed on the bulletin board, and it attracted the attention of two small boys. In all seriousness one remarked, "Oh, I seen that soldier going down the Falls Road." The other one replied, "You didn't, 'cause he is the man I seen killed in the moving picture show."

BRANCH NO. 8—WALBROOK.

In the Reading Room, 5,380 magazines and 496 books were used. The home circulation amounted to 17,451, of which number 14,588, or 84 per cent., were works of fiction.

The total circulation amounted to 17,947, and the average circulation of each book was 4.28. The Branch in addition circulated 1,473 books through delivery from the Central Library. The highest circulation, 136, occurred November 11; and the smallest, 15, occurred July 7. The average circulation was 59 volumes.

When Branch No. 14 opened, a few persons who lived in the vicinity of Forest Park changed their use of the Library from this Branch to the new one, but the number was not so great as seriously to affect the circulation in Walbrook. We feel that some of the reading of the books has been of important benefit to our patrons, for example, a gentleman came to thank us for the use of the books through which he success-

fully passed an examination and secured a very fine position in the Federal Civil Service in Washington.

In the summer a new delivery desk was installed and has proven very satisfactory. At the same time, the floor was covered with linoleum, which was also a marked improvement, and the interior of the building is as attractive as any other of the Libraries.

In the autumn, the books were moved, as the shelves previously occupied were very much crowded, and now all the shelf room is utilized. The circulation increased wonderfully during the latter part of the year. In some weeks it almost doubled. Most of this work was done in the evenings, and the increase shows that Branch No. 14 did not diminish the usefulness of this Branch.

BRANCH NO. 9—LOCUST POINT.

The home circulation amounted to 15,585, of which 13,038, or 84 per cent., were works of fiction.

In addition 1,387 volumes were circulated through delivery from the Central Library. The average circulation of each book was 4.43. The highest circulation, 121 volumes, occurred January 3, and the lowest, 18, occurred August 11. The average circulation was 51 volumes.

The following lectures were given at this Branch during the year:

"Public Baths," Wm A. Eisenbrandt, January 16.

"Two Days in Italy's Alban Hills," Dr. R. V. D. Magoffin, March 24.

"Forestry," F. W. Besley, April 7.

"Baltimore, Its Outdoor Life," Isaac Coale, Jr., November 24.

"Italy," Bernard C. Steiner, December 9.

These lectures were well attended, and it is believed were not only enjoyed, but also were an intellectual stimulus to the people.

The ground surrounding the building was graded and grass and clover seed sown with fair success, so that the prospect is hopeful for a good lawn next year. Window boxes were a pleasant attraction to the building. At the end of last year we organized a club for young girls from fourteen to sixteen years of age, but after a while the girls claimed they had too many lessons to study for school, and one by one dropped off. We have since had a reading class for small children, which has proved quite successful. One afternoon we had an attendance of from twenty-five to thirty children, some as young as three years. While very often these younger ones do not understand the stories read, yet they do not disturb anyone, and it is well to get in connection with the younger element, so as to train them to be quiet when in the Library and to take care of the books. We also have a club for boys, which is in charge of one of the assistants.

The number of books taken from the Branch has been as great as we could well expect, and the words of praise and pleasure heard at different times from our patrons show that the Library has helped the people of Locust Point, and is appreciated by a considerable number of them. The Branch has now passed its first anniversary, and, taking everything into consideration, the circulation has kept up well. The Reading Room is well patronized, but mostly by children.

There has been a considerable call for German books, and it is to be hoped that our funds will permit of such purchase in the near future. In the meanwhile, German books have been sent each week from the Central Library.

The safeguarded open access to the books arranged on the ribbon system has shown a few disadvantages, but the Custodian feels that it is "the only system for good work in such a Library."

STATION NO. 10—OLD TOWN.

In the Reading Room, 16,787 magazines and 1,492 books were used. The home circulation amounted to 16,585, of which number 13,776, or 83 per cent., were works of fiction.

The total circulation amounted to 18,077 volumes, in addition to which 3,982 books were circulated through delivery from the Central Library. The highest circulation, 152 volumes, occurred January 3, and the lowest, 17, occurred May 10. The average circulation was 59 volumes.

The new books sent here have been greatly appreciated. It is very hard to select books for borrowers who have been coming to the Library for a number of years, when we have so few new books, especially works of fiction. Fairy tales are still popular among the young readers, while the older ones enjoy biography, history, travel, and tales of adventure. The teachers in the nearby schools often give a list of books helpful to the scholars in their classes. There is a great deal of reference work done here, especially among the students of the Eastern High School and the Preparatory School, and this reference work has increased considerably during the year.

The Feast of the Passover, which is strictly observed by our Jewish patrons, caused a decrease in circulation, and the warm weather also produced the same result.

There is a decided improvement in the behavior of the children, who now realize that the room is a place for reading and not for pleasure. Children often bring in their friends for application blanks, and also get them for members of the family. An effort is being made to reach the grown people of the locality, very few of whom hold borrowers' cards.

Our greatest complaint is a lack of room. A Branch Library is needed, and will be appreciated in this part of the City. The Reading Room has sometimes been so crowded that two children have had to sit on one chair.

STATION NO. 11—1119 EAST BALTIMORE STREET, OPPOSITE
AISQUITH STREET.

In the Reading Room, 17,050 magazines and 3,471 books were used. The home circulation amounted to 22,205 volumes, of which number 17,521, or 79 per cent., were works of fiction.

The total circulation amounted to 25,676 volumes, in addition to which 3,908 books were circulated through delivery from the Central Library. The highest circulation, 209 volumes, occurred on January 3, and the lowest, 25, occurred September 23 and October 2. The average circulation was 84 volumes.

The Custodian of this Station was transferred to Branch No. 3 in the middle of the year, but her successor, who was taken from the Delivery Department of the Central Library, has been successful in continuing the work. The quarters we now occupy are in many respects unsatisfactory, and leave much to be desired in the matter of light and heat. With the large circulation it is a hard problem to satisfy everyone, especially since the supply of books is so limited. As most of our people are foreigners, it is hard to select books for them, which is often necessary, even though the open shelf system has been adopted here. There are many requests for additional Yiddish and German books. In the latter language books are regularly gotten from the Central Library. A large number of the patrons are Orthodox Jews and sometimes they refuse to write their names on Fridays and Saturdays, and even object to books in which the name of Jesus Christ occurs.

The boys have been much interested in the subject of aeroplanes. School children got most of the material needed for the debates they have held, from our shelves. The deportment of the children has been in general good, and some of them use amusing expressions, as for example, one asked if the due is up on her book. Many adults also use the Station, and those who have read a large part of the small stock there send to the Central Library for books.

Our boys and girls are not only literary in their tastes, but are also very fond of music. This is very apparent to us on the evenings of the students' recitals at the Peabody, when our circulation falls off greatly. We are all getting impatient waiting for a new Branch Library, which is much needed, not only for its larger supply of books, but also so as to provide a large Reading Room, which will be open all day. Many of the chil-

dren come from families who live in two or three rooms, so that their surroundings are not conducive to quiet or study, and they would make good use of such a Reading Room.

BRANCH NO. 12—STERRETT (BARRE) STREET, MOUNT CLARE.

The home circulation amounted to 22,576 volumes, of which number 19,389, or 86 per cent., were works of fiction.

In addition 1,357 books were circulated through delivery from Central Library. The average circulation of each book was 4.90. The highest circulation, 139 volumes, occurred January 30; and the lowest, 39, occurred on August 25 and October 31. The average circulation was 74 volumes.

The following lectures were given at this Branch during the year:

"Hygiene of the Home," Dr. David Streett, February 7.

"Holy Land," Rev. David T. Neely, March 3.

"Passion Play at Oberammergau," Rev. DeWitt M. Benham, April 21.

"Small Gardens," Wm. W. Emmart, May 5.

"Italy," Bernard C. Steiner, November 9.

"Forestry," F. W. Besley, December 14.

Some of these lectures were so popular that it was difficult to find space to seat all the people, but they were good natured and satisfied to stand in the vestibule, if seats could not be found in the hall.

It may be well here to state that we are indebted to the courtesy of Mr. Newton R. Henderson, the operator of the stereopticon used at the illustrated lectures, for the courtesy of permitting us to use at several of the lectures, without extra charge, slides owned by him.

In the early part of the year, the circulation of German books increased and the children's hour interested many of the girls and boys. The Hayward Literary Society for older boys did good work, and the places of old members who were forced to drop out were filled by new ones. Sometimes the

members became so interested in the discussions that they did not wish to leave at the hour for closing the Library.

The Custodian makes the usual plea for more new books, and adds "We do a great deal of selecting for our readers, trying in every way to lead them to read the books we have, that they know nothing about. This takes up a great deal of our time, especially when one person brings from three to five cards and wants a book on each card. We often give a sigh of relief when we have been able to find them something they have not read. We hope the time will soon come when we shall have fiction in plenty, for that is the only way to increase the circulation at Branch 12.

"With Lent and the beginning of spring our circulation began to decrease. Judging from the number of people who leave their cards at the Branch during Lent, reading must be one of their greatest pleasures. As spring comes, bringing the pretty days with it, the children return their books and ask us to keep their cards, saying it is too pretty to stay in and read."

"During the summer months our building has been so very warm, it has at times been impossible for us to do any but the necessary work. We hope before next summer to have ventilators put in the attic. When we are not busy at the desk, we get our bindery work done, so that when we begin our clubs we can give them all our attention. The children are very anxious to start these clubs, and ask every day when they can come to have stories told them. Our adults are interested in the lectures and are asking when they will start, and what they will be. I feel encouraged at this, and hope they will be better than they were last year; that might seem to be saying a great deal, knowing what a success they were last year, but Branch 12 wants each year to be better than the preceding one; not just as good, but better.

"In the autumn the work increased with the school children, and a number of adults called for their cards which had been left at the Library during the summer. The reading clubs for

boys and girls were taken up with large attendance, and continued interest. Quite a number of the adult readers send small children for their books.

"It often becomes quite a task, trying to remember what they have read, and the style of book they like. We have found children, not over ten years old, selecting books for their parents; when we asked who they wanted the book for, they told us their mother or father; when we asked how they knew what book to take them, they said they could tell by the binding. An attractive binding means all to the child. It takes a good bit of explaining and coaxing to get them to allow us to do the selecting for them. But when they return the books, they say, 'My mother said that was a fine book; won't you please send her another one just as good.'

"Many tired-looking mothers come and bring children with them. I sometimes feel as if I would like to have the time to visit a number of these folks, and invite them to come in and see us often. They may not have time to read many books, but, I think, they gain a great deal by coming in contact with both the Library force and other readers. I feel that often we can be of more real good to them than we realize. It is true, often at our busiest time someone will come in, maybe for a book, and often just to tell us of some good luck that has come to some member of the family, or some trouble."

BRANCH NO. 13—LINWOOD AVENUE, NEAR PATTERSON PARK.

The home circulation amounted to 28,478 volumes, of which number 22,308, or 78 per cent., were works of fiction. In addition, 1,417 books were circulated through delivery from the Central Library. The average circulation of each book was 7.28. The highest circulation, 186 volumes, occurred February 23; and the lowest, 40, occurred August 25. The average circulation was 93 volumes.

The occupancy of the Lecture Hall as a class room for a primary grade, continued throughout the year, the School

Board having requested the continuance of the privilege. While we regret that we have been unable to use the Lecture Hall for the purpose for which it was constructed, we feel that we have been of considerable use to the school authorities. A rolling curtain, the property of the group principal, has been erected temporarily in front of the stage, and adds to the facilities for entertainment. We have been able also to grant the hospitality of the Lecture Room as their meeting place to the new Eastern Improvement Association, which was organized in August, and meets twice a month.

The need of a telephone has been greatly felt at this Branch, especially at times when it has been desirable to get in touch with the Police Department, and receive protection against unruly boys. The population of this neighborhood has been rapidly increasing during the year, and the new people have, in many instances, become patrons of the Library. The erection of a building in this locality did not come a day too soon.

In March the City paved Linwood avenue in front of the Library, and laid very satisfactory sidewalks on three streets on which our lot fronts. Trees were set out around the building, the grounds were graded and grass seed sown, which grew amazingly well, so that a very attractive lawn surrounds the building.

The Custodian has cut pictures from back numbers of periodicals which were not to be bound, and mounted them so as to interest the patrons of the Library, posting these pictures at each end of the large Reading Room.

The Custodian reports:

"We fully realize that the Library is an educational center for the child, and it is with that end in view we have striven to help him. We find that nature stories are most in demand, and that not only the larger boys and girls are interested in them, but the tiny little fellow who cannot read will look at the pictures and try to explain them to his little friend. Our list of such books is far too few, and the consequence is we have some difficulty to find a book of this class on the shelf. The 'Panther Stories' has been read until the poor book has been worn out.

The 'Cat Stories' and 'About Animals' are just as popular, and will soon share the same fate. 'Little Johnny Bear' has been devoured by the children, instead of the children having been devoured by him. I believe a great deal of this is due to the stories having been read to them.

"On July 4 the people in the neighborhood decorated their homes and had band stands erected in the streets to furnish the music for dancing. Some of the neighbors decorated the Library with flags and lanterns, and hung strings of lanterns from tree to tree all around the building.

"The Reading Clubs were successfully reorganized in the fall. The Girls' Club selected its own officers and held Hallowe'en and Christmas entertainments in the Lecture Room, which were very successful. The Boys' Club has also carried on a useful work."

BRANCH NO. 14—FOREST PARK.

The home circulation amounted to 14,083, of which number 11,904, or 85 per cent., were works of fiction. In addition, 888 books were circulated through delivery from the Central Library. The average circulation of each book was 3.49. The highest circulation, 104 volumes, occurred on September 16, and the lowest, 17, occurred on December 22 and 26. The average circulation was 46 volumes.

The following lectures were given at this Branch during the year :

"Story of the White Plague," H. Wirt Steele, January 10.

"Yellowstone Park," Bernard C. Steiner, February 7.

"Milk and Its Relation to Disease," Dr. C. Hampson Jones, March 13.

"Forestry," F. W. Besley, April 4.

"City Gardens," Wm. W. Emmart, November 28.

"Reminiscences of the Civil War," Capt. Henry P. Goddard, December 12.

Garrison avenue was paved in front of the Library during the summer and autumn, making the approach much more pleasant. The change in the grade of the street necessitated

the resetting of the hedge in front of the building, which was done late in the year. The office has been adorned with ferns and plants, so as to make an attractive conservatory. The lawn was sown with grass seed, and we hope to have a good sward next year. The numerous insects in this suburban neighborhood caused us to screen the windows of the Library.

In no section of the City is there a greater appreciation by the community of the services of the Library. The Women's Club met in the Lecture Hall during the early part of the year, and at the close of the session gave a beautiful fern. The Improvement Association met in the hall throughout the year, and on the Fourth of July decorated the Library with lanterns and flags.

From the quarterly reports of the Custodian the following paragraphs are taken:

"Our patrons seem very much pleased with our collection of non-fiction books, but want more late fiction, and the children ask constantly for more boarding school stories. Fairy tales are seldom asked for, but stories similar to the "*Little Colonel*" books are most popular. We have one patron who has been doing an unusual amount of good reading since the Library has been opened. Among the books he has read are Gibbon's *Decline and Fall of the Roman Empire*, in six volumes; Motley's *Dutch Republic*, in five volumes, and his *United Netherlands*, in six volumes; Grote's *History of Greece*, and a number of others equally as good. We have also ordered for him a number of French and Spanish histories from the Central Library.

"We pay special attention to our bulletin board at this Branch, and our typewriter is a great help to us in this work. We have special lists of books made for the different holidays, and post them with pictures and other interesting matter we can find upon the subject. Before each lecture we prepare a list of all the books in the Library on the subject of the lecture, and post it, with a short outline of the subject. We have also made lists of miscellaneous books suitable for the children, and find that this method helps to increase the circulation.

"About the beginning of the year we organized clubs for the girls and boys of this neighborhood, with twenty-two and fifteen members, respectively. Each club met for one hour every week. At the first meeting they decided upon names—'Boys' Literary Club' and 'Girls' Literary Club,' selected their colors, elected officers and talked on plans for future meetings. The boys thought they would rather discuss books and current topics such as forestry than spend the hour in reading aloud. The girls met to read aloud and to talk over the books they were reading. The clubs did good work, and were only closed on account of the extreme warm weather. On April 29th, the clubs had a joint meeting, which proved very interesting to all. The girls and boys were not told what the programme for the day would be, and some of them were so interested that they came an hour before the appointed time. When they were allowed to go into the Lecture Hall, they found that they were to be entertained by readings from James Whitcomb Riley. Miss Moog, an instructor of English at the Eastern High School, had very kindly consented to give the reading. It was an interesting sight to see the children grouped around her, listening to every word she read, and answering the questions she asked.

"The literary clubs were reorganized in the fall and programmes were provided for their meetings. Each club held a social meeting, which was much enjoyed.

"In December a serious accident occurred to the furnace, but as the weather was not inclement at the time, it was not necessary to close the building while repairs were made, and we believe measures have been taken to prevent such an accident in the future."

BRANCH NO. 15—HOMESTEAD.

The home circulation at the Branch, since its opening on December 9, amounted to 961, of which number 808, or 84 per cent., were works of fiction. In addition, 76 books were circulated through delivery from the Central Library. The average

circulation of each book was 0.3. The highest circulation, 74 volumes, occurred on December 12, 13 and 18, and the lowest, 18, occurred on December 9. The average circulation was 50 volumes.

The work of building this Branch was begun early in the year, but was somewhat delayed for unavoidable reasons. The building having been finally completed, was dedicated on December 9, 1911. We have always made these dedications somewhat of a formal ceremony, for we have felt the importance of the event, so well expressed by Mr. Albert E. Pillsbury:

"There is no day better worth celebrating, in the history of a town possessing a Free Public Library, than the day that sees the Library installed in a home of its own. A Public Library is the most valuable possession of a town. A permanent building is almost as essential to a complete Library as the books upon the shelves. A mere vagrant collection of volumes, without even a certain place of shelter, is hardly fit to be called a Library. * * * * *

"A Library once housed has come to stay. It was a collection of books. It is now an established institution for all time to come. Here it stands, and here it will remain, ministering not alone to this generation, but to all that follow."

The exercises in connection with the opening of the building were held on Saturday, December 9, at 3 P. M., the programme being as follows: Invocation, Rev. John S. German, pastor of Homestead M. E. Church; presentation of Library to the City, Hon. James A. Gary; acceptance of Library on behalf of the City, Hon. J. Harry Preston; address, Hon. Henry D. Harlan; address, Hon. R. E. Lee Hall, president of the Homestead League and Improvement Association; announcements, by the Librarian; benediction, Rev. Charles Edwin Perkins, rector of St. Thomas' P. E. Church.

The address by Judge Harlan was upon the "Branch Library in its relation to the people of the community in which it is located." In large part he spoke as follows:

Libraries, or collections of books and manuscripts for preservation and reading, are not modern institutions. Their origin goes back to a remote antiquity. Writing, said to be "easily the greatest of human inventions," and to which the traditions of many nations attribute divine origin, of course antedated books, and books antedated Libraries. When men first began to express thought or communicate with each other by means of marks or characters inscribed upon material substance, we do not know. Nor do we know when the substance upon which the thoughts of men had been impressed began first to be collected. But an American scholar, Professor Hilprecht, of the University of Pennsylvania, in 1888, while excavating among the mounds which mark the site of the ancient Babylonian City of Nippur, a great and flourishing metropolis 4000 years B. C., exposed a series of rooms in which were neatly stored upon shelves built out from the wall about 25,000 clay tablets or books, forming part of the now famous "Library of the Sanctuary," during the latter half of the third millennium B. C. "This Library was either wholly or partly an adjunct of the Temple School. Judging by its careful arrangement under subjects on separate shelves and in distinct rooms, and the variety and richness of its contents, the students must have enjoyed the use of a good reference Library." From the Temple Library of Nippur, more than 2,000 years before the Christian era, down to our own times is a long space, and the evolution of the modern Public Library has been a gradual process, and yet it is interesting to note that in this earliest of libraries of which we have knowledge the educational value of the Library was recognized. However, the Public Library of all the centuries before the eighteenth was an instrument more for the conservation than for the diffusion of knowledge, a storehouse for books to preserve them from destruction and to make them available to scholars. While the eighteenth century awakened partly to the idea that the Public Library should embrace among its beneficiaries others than scholars, it remained for the latter part of the nineteenth century and the beginning of the twentieth century to develop

what Dr. Bostwick, the Librarian of the St. Louis Public Library and some time President of the American Library Association, calls "a new conception of the Library's aims and duties," and which he says "may be described by saying that the Library is now required to be an active and not merely a passive force; it not only guards and preserves books, but it makes them accessible to those who want them and it tries to see that those who need them realize that need and act accordingly. * * * But not until very recent years did the Library conceive of its duties as extending to the entire community, instead of being limited to those who voluntarily entered its doors. The modern Public Library believes that it should find a reader for every book on its shelves and provide a book for every reader in its community, and that it should in all cases bring reader and book together."

In carrying out the modern idea of a wide usefulness of the greatest good to the greatest number, of making its resources, its treasures of knowledge, its stores of information, attractive and available to the people of every section of the community which it serves, the Public Library of today engages in many lines of activity, among which are, loaning its books for home use, allowing a large degree of open access to its shelves, opening spacious, cheerful, well-ventilated and well-lighted reading rooms for adults and children, co-operating with schools, inter-library loans, longer hours of opening, card catalogues and printed finding lists, lectures and exhibits, sending out of traveling libraries, and lastly, but by no means the least important, establishing Branch Libraries. The first free public branch library in the United States was the East Boston Branch of the Boston Public Library, opened in 1870. Mr. Pratt saw the advantage of the Branch Library and the plan which he proposed to the City of Baltimore in 1882 for the establishment of a free circulating Library "for all, rich and poor, without distinction of race or color, who when properly accredited can take out books if they will handle them carefully and return them," included the erection of branches of the Central Library "under the same management" in the four

quarters of the City. Branch Libraries have therefore from the first been a distinctive feature of the Enoch Pratt Free Library of Baltimore. The object of the Branch is to extend the influence of the Library to new areas of population, to bring it closer to the people, to make it more convenient for them, to increase the reading and circulation of its books. The Central Library is the great reservoir; the Branch is the local fountain where the thirsty wayfarer may pause and drink, and all who will may come and bear away such quantity as they can carry of the refreshing and invigorating waters of culture.

Branch No. 15, which is opened today, and which is paid for out of the money so generously donated to the City by Mr. Andrew Carnegie, will have upon its shelves a stock of books which have been selected and which will be added to and increased from time to time with a view to the desires and needs of the community. These books are placed upon shelves to which there is open access, so that those who come here can handle and examine them, see what is in them, without taking them away, and when properly accredited as borrowers, can from time to time take home a fixed number to be read by them or others in their families. If the books upon the shelves are not those which they wish, through the Branch the larger stock of the Central Library may be called upon. This fine building, with its store of books, its attractive and comfortable Reading Room, its trained Custodians ready to aid the patrons, its assembly room, where lectures and exhibits may be given, where neighborhood clubs, improvement associations, debating societies, reading circles, and the like, may under proper regulations hold meetings, should prove an intellectual centre of inestimable advantage to this community. Here any man or woman, any boy or girl, who craves knowledge or information, who seeks to improve his or her mind by study, who desires to become acquainted with the thoughts and achievements of the great of all ages, may come freely and find the means to gratify their aspirations.

It was Lowell who said in an address on books and Libraries, "Have you ever rightly considered what the mere ability to read means? That it is the key which admits us to the whole world of thought, fancy and imagination, to the company of saint and sage, of the wisest and the wittiest at their wisest and wittiest moments? That it enables us to see with the keenest eyes, hear with the finest ears and listen to the sweetest voices of all time. More than that, it annihilates time and space for us."

He who makes "the discovery of books" has made one of the greatest discoveries of his life. If he shall turn his discovery to good account he shall come, in the words of Lord Macaulay, to find that "the debt which he owes to them is incalculable; they have guided him to truth; they have filled his mind with noble and graceful images; they have stood by him in all vicissitudes, comforters in sorrow, nurses in sickness, companions in solitude. These friendships are exposed to no danger from the occurrences by which other attachments are weakened or dissolved. Time glides on, fortune is inconstant, tempers are soured, bonds which seemed indissoluble are easily sundered by interest, by emulation, or by caprice. But no such cause can affect the silent concourse which we hold with the highest of human intellects."

Does this mean that one should make reading his chief occupation, or that it is either necessary or desirable that the people of this neighborhood should set themselves to the task of reading all the books in this Branch? By no means, for if one should start as a boy at the age of ten and read three books a week until he had reached the goal of three score and ten, he would have read but 9,360 books, not nearly so many as the shelves of this Library are designed to contain, and an insignificant part of the 175, 613 volumes in the Central Library.

A large circulating Library, aiming at wide usefulness, must have books that represent all departments of human thought, that will supply the needs of all classes, young and old, the scholar who comes for study and research, the child seeking to gratify his youthful curiosity, the artisan hunting for informa-

tion which may aid him in gaining his livelihood, the man or woman desiring recreation or amusement. The best culture and education are not always necessarily attendant upon the number of books one has read. Rather they depend upon what he has read and how he has read them. Intensive, rather than extensive, reading is to be preferred. There is a proverb, "Beware of the man of one book."

Some scholarly men tell us that few books are essential to a good education. James Russell Lowell named five, which in his view embraced all the essentials, namely, Homer, Dante, Shakespeare, Cervantes and Goethe's Faust. Professor Charles E. Norton, of Harvard, remarked that the list might even be abridged so as to embrace only Homer, Dante and Shakespeare. The former President of Harvard University, Dr. Charles W. Eliot, announced that a five-foot shelf could hold sufficient books, the considerate reading and rereading of which would supply a liberal education, and after some delay he published the titles of them. It is not more remarkable for what it contains than for what it omits. Many lists of books, more or less comprehensive, have been offered to aid one in selecting both general and particular courses of reading. Valuable as these lists are by way of advice or suggestion, no one has been bold enough to insist that one should confine his or her reading to the books comprised therein, or that Library shelves should contain no others. With the fullest conviction that the best use of a Library for the ordinary man is to be found in selecting from its stores a limited number of the best books, including therein books that give information, books that stimulate thought and books that afford amusement or recreation, and in reading and rereading them so as to make their contents his own, rather than in the careless and discursive reading of many books, I do not hesitate to say that the Public Library, if it is to serve its real purposes, should make available to every person in the community who seeks knowledge and information, books in every department of literature in which human thought has been expressed. If you, and the members of this community, and your children and your children's children shall avail them-

selves of the advantages here offered, provided this Branch Library shall fulfill its aims and purposes, for from it there will go out through all the future an elevating and an enriching influence which will make the people of this locality more cultured, more refined, better informed, more moral and more useful citizens; and it will come to be regarded in its relation to this community in the same light as the Public School is regarded. When you realize what it means to you, when you think that its very presence here and the influence it exerts increase the value of your property by making the neighborhood a more desirable one in which to dwell, you will, as citizens and taxpayers, be interested in having it accorded a proper measure of public support, so that it may continue to meet the advancing needs of the community; and you will in proportion, but only in proportion, as it shall be of service, commend it to the City authorities and urge upon them for it, not the minimum amount which under the contract with Mr. Carnegie the City is required to contribute annually to its maintenance, but that measure of support from the public revenue which it shall deserve—for it has been well said, “If the modern Public Library has any reason for being, and particularly if it has any reason for demanding public support, it lies in its continued usefulness to the public. Such usefulness is the goal at which it must aim, and the test by which each of its methods and results must be judged.”

Lectures at this Branch were inaugurated by Dr. Edward H. Hume on December 14, who spoke on “The Chinese, a Book Loving People.”

The building is of brick, and its general plan is similar to that of Branch No. 14, although the dimensions of the building are more nearly square. On either side of the front doorway are tablets with the following inscriptions:

THE ENOCH PRATT FREE LIBRARY
BRANCH 15.

THIS BUILDING WAS ERECTED ANNO
DOMINI 1911 FROM THE FUND
GIVEN BY ANDREW CARNEGIE.

THE ENOCH PRATT FREE LIBRARY
BRANCH 15.

THIS SITE WAS GIVEN IN MEMORY
OF ROBERT S. CARSWELL
ANNO DOMINI 1908.

BRANCH NO. 16—PIMLICO.

Through the kind offices of Hon. Clarence W. Perkins, and others, the attention of the heirs of the late William Shirley was drawn to the desirability of establishing a Branch Library in this neighborhood, as a result of which a lot 74 feet $5\frac{3}{4}$ inches wide, and 176 feet $2\frac{1}{4}$ inches deep was deeded to the Mayor and City Council for the Library on May 5, by Mr. and Mrs. Henry C. Shirley and Mr. and Mrs. William W. Shirley. J. Appleton Wilson and Wilson L. Smith were selected as the architects for the building, and after they ascertained that the lot was not quite adequate, the Shirley heirs generously gave an additional strip of land, triangular in shape, with a frontage of 8 feet $5\frac{1}{2}$ inches on Fifth avenue, by deed dated July 5. The contract for the erection of the building was awarded to Walter E. Burnham, and ground was broken in October. Rapid progress has been made, and it is hoped that the building will be ready for use in the spring.

LIBRARY STAFF.

In addition to the Librarian and Assistant Librarian, who are the officers of the Library, there are employed in the various departments 108 persons, of whom 24 are men and boys, and 84 are women. We have had the services of 32 substitutes

during the year, within which time there have been 18 resignations, 1 death and 25 appointments. The staff and employees of the Library are divided into departments. In the Librarian's office are the Librarian's Secretary, three order clerks, the statistical clerk and the messenger. In the Reference Department are the superintendent and three assistants. In the Cataloguing Department are the head cataloguer and twelve other cataloguers (two of the cataloguers in rotation are detailed for work at the delivery and registration desks), a shelf-list clerk and an additional assistant. In the Bindery Department are a chief clerk and two assistants. The Circulation Department has a general superintendent, under whose direction is the circulation of books and the training of apprentices. In the Delivery Department at the Central Library are an assistant superintendent of delivery, together with eleven women and four boys, in addition to the catalogue clerks detailed from time to time (one of the delivery clerks in rotation is usually employed in the elementary work of cataloguing.) The registration of borrowers occupies the time of a registration clerk in addition to assistance given by the detailed cataloguers. In the delivery of books from the Central Library to Branches and Stations, to schools and other institutions are a superintendent and two assistants. In the Branches and Stations are fifteen women as custodians, and twenty-seven as assistants. There are also employed four janitors in the Central Library and thirteen in the Branches.

The list of summer substitutes was inadequate; at various times both at Central and Branches the clerks were compelled to work overtime or to change the regular schedule.

The appropriation made by the Mayor and City Council of Baltimore in the ordinance of estimates included a sum of \$2,500 for use in increasing the salaries of the assistants at the Branch Libraries, which will enable us, after the beginning of the new year, to pay a more adequate remuneration to those who enter the Library service, and should ensure us obtaining members of the staff with higher intellectual attainment and greater ability. The increase was sorely needed, and

it is greatly to be regretted that the City authorities did not find it possible to make the appropriation for salaries greater, and enable us to increase the amount paid to others of our clerks who are not receiving remuneration adequate to the service rendered.

We ask that an applicant have a high school education or the equivalent and that she come to the Central Library in order to gain a knowledge of the delivery, registration and bindery work. She is sent into the stack-rooms to familiarize herself with the arrangement of books upon the shelves, thus receiving a superficial idea of the classification. She is then taught the system of charging and returning books; the registration of members; renewing, and re-issuing cards, after which she is sent to the bindery. We have several very eligible young women in training at present.

RELATIONS WITH OTHER LIBRARIES.

The Maryland Public Library Commission has sent out its Traveling Libraries from our building, and has worked with us in distributing books for the blind as usual.

I acted as Chairman of the Committee on Federal Relations with the Federal Government of the American Library Association, and as a representative of the Library attended the Annual Conference of the Association in Pasadena, California, during May.

CHARGES AND DAMAGES.

As usual, only a small number of books was lost by borrowers during the year. In addition to the books missing at stock-taking, 147 were lost and paid for and 29 lost without payment; 41,358, or one in every 14, were kept out over two weeks, so that their borrowers became liable for charges. For the most part these charges have been duly collected and paid over to the Treasurer.

RECEIPTS AND EXPENDITURES.

The Librarian has paid to the Treasurer the following amounts: From charges and damages, \$2,217.49; from the sale of Finding Lists and Bulletins, \$53.15; miscellaneous receipts, \$467.86. The expenses for the year have been as follows: Books, \$15,906.38; periodicals, \$2,057.92; binding, \$3,997.84; construction and repairs, \$2,892.61; stationery and supplies, \$2,456.51; insurance, \$558.00; furniture and typewriters, \$1,387.42; drayage, \$860.57; rent, \$610.02; coal, \$2,790.40; light, \$2,901.03; printing, \$734.22; miscellaneous expenses, \$2,451.95; salaries, \$41,641.64; grand total, \$81,246.51.

With thanks for the uniform courtesy and co-operation of the Board of Trustees, I am,

Very respectfully,

BERNARD C. STEINER,

January, 1912.

Librarian.

TABLE A.

Circulation in 1911 by Classes—Central Library and Branches.

Classification.....	Fiction and Juveniles.	Poetry and the Drama.	Biography.	History.	Travel.	Science and Art.	Miscellaneous Works.	Foreign Languages.	Totals.	Circulation from Central Library through Branches and Stations.	Total Home Circulation.	Reference Circulation.	Totals.
Central Library.....	152571	3355	3956	11894	940	18446	18279	2562	212443	212443	57050	269498
Percentage.....	72—	02—	02—	06—	09—	02—	01+	80—	21+
Schools, Etc.....	16804	354	509	1721	150	1099	1290	66	21463	21463	21463
Percentage.....	76—	02—	02+	08+	01—	05+	06—
Branch No. 1.....	25113	592	519	1537	235	971	2357	229	82153	762	82915	5676	38590
Percentage.....	78+	02—	02—	05—	01—	08+	09+	01—	85+	15—
Branch No. 2.....	31516	450	501	1254	242	927	1785	426	87101	1604	88705	6274	44979
Percentage.....	85—	01+	01+	08+	01—	02+	05—	01+	86+	14—
Branch No. 3.....	23743	487	351	2304	376	1085	2233	232	35861	1012	36873	4913	41786
Percentage.....	80+	01+	01—	06+	01+	08+	06+	01—	88+	12—
Branch No. 4.....	18156	461	307	1299	195	788	2546	511	24263	896	25099	3015	28114
Percentage.....	75—	02—	02—	06+	01—	08+	10+	02+	89+	11—
Branch No. 5.....	28235	550	300	2098	194	1246	1997	732	35452	540	35992	4764	40756
Percentage.....	80—	02—	01—	06+	01—	04—	06—	02+	88+	12—
Branch No. 6.....	19534	420	353	922	181	818	1991	71	24230	2194	26484	6159	32843
Percentage.....	80+	02—	01+	04—	01—	08+	08+	82—	19—
Branch No. 7.....	12301	122	116	601	66	309	1236	7	15308	521	15829	762	16591
Percentage.....	84—	01—	01—	04—	02+	08+	95+	05—
Branch No. 8.....	14538	245	218	715	39	550	1077	19	17451	1473	18924	496	19420
Percentage.....	84—	01+	01+	04+	08+	07—	97+	08—
Branch No. 9.....	13068	246	186	870	49	515	674	7	15585	1387	16972	16972
Percentage.....	84—	02—	01+	06—	08+	04+
Station No. 10.....	15776	437	320	833	86	870	704	59	16585	3982	20567	1492	22059
Percentage.....	88+	08—	02—	05+	01—	02+	04+	98+	07—
Station No. 11.....	17521	725	379	1559	126	568	980	347	22205	3908	26113	3471	29584
Percentage.....	79—	08+	02—	07+	01—	08—	04+	02—	88+	12—
Branch No. 12.....	19839	405	253	1232	87	527	646	12	22576	1357	23933	23933
Percentage.....	86—	02—	01+	06—	02+	08—
Branch No. 13.....	22308	621	518	1939	119	1407	1451	85	23478	1417	23895	23895
Percentage.....	78+	02+	02—	07—	05—	06+
Branch No. 14.....	11904	192	182	647	53	707	385	8	14083	888	14971	14971
Percentage.....	85—	01+	01+	05—	06+	03—
Branch No. 15.....	806	18	12	47	2	51	22	1	961	76	1037	1037
Percentage.....	84+	02—	01+	05+	05+	02+
Through Branches and Stations.....	15116	551	481	1113	75	2113	2144	354	21957
Percentage.....	69—	06—	02+	06+	10—	10—	02—
Totals.....	461471	10731	9466	32550	3230	32502	42447	5823	598215	598215	94071	6982236
Percentage.....	77+	02—	02—	05+	01—	05+	07+	01—	86+	14—

TABLE B.
Circulation of Books in 1911 by Months—Central Library and Branches.

MONTHS.	Totals 1910.	Totals 1911.	Central Library.	Branch No. 1.	Branch No. 2.	Branch No. 3.	Branch No. 4.	Branch No. 5.	Branch No. 6.	Branch No. 7.	Branch No. 8.	Branch No. 9.	Station No. 10.	Station No. 11.	Branch No. 12.	Branch No. 13.	Branch No. 14.	Branch No. 15.	Through Branches.	Through Schools, Etc.
January...	66143	70090	26229	3758	4187	4664	2673	3990	3262	1569	1907	2018	2364	3211	2140	2731	1153	...	2185	2649
February..	68708	69204	25681	3501	4532	5047	2635	4012	3356	1564	1411	1815	1879	3051	2174	2944	1288	...	1975	2339
March. . .	70527	74402	27645	4043	4605	5172	2977	4804	9829	1696	1742	1743	1674	3015	2224	3137	1568	...	2086	2442
April.....	70769	62687	24353	3360	3989	3948	2422	3748	3281	1366	1511	1423	1431	2239	2034	2636	1240	...	1562	2144
May.....	62270	53726	21061	3025	3330	3157	2067	3024	2484	1258	1346	1318	1300	1998	1898	2237	1028	...	1498	1682
June.....	55080	49870	19849	2776	3270	2895	1935	2852	2137	1194	1390	1097	1113	1678	1795	2089	1031	...	1580	1189
July.....	47184	46141	17914	2455	3093	2399	1977	2720	1785	1115	1401	1003	1075	1455	1774	2175	1075	...	1394	1331
August....	51004	48623	19476	2517	3149	2598	1930	2966	1778	1127	1362	983	1182	1760	1744	2189	1110	...	1488	1264
September.	47346	46984	19347	2437	3117	2458	1790	2698	1814	1129	1498	882	1284	1379	1530	1822	1211	...	1537	1071
October...	56791	54067	22266	3146	3207	2667	2102	2957	2141	1080	1586	1036	1512	1666	1649	1998	1152	...	2019	1883
November.	62338	58914	23371	3468	3543	2916	2047	3379	2361	1413	1797	1148	1738	2136	1890	2342	1251	...	2357	1757
December.	57911	57578	22301	3342	3353	2853	2703	3066	2221	1559	1596	1119	1545	2088	1724	2178	976	961	2281	1712
Totals...	716071	692286	269493	37828	43375	40774	27278	40216	30449	16070	17947	15585	18077	25676	22576	28478	14083	961	21957	21463

TABLE C.

Number of Volumes and Circulation—Central Library.

CLASSIFICATION.	Volumes added in 1911.	Total Number of Volumes.	Circulation Through Central Library.	Circulation Through Branches and Delivery Stations.	Circulation Through Schools, Etc.	Total Circulation.	Average Circulation of Each Volume.
Prose Fiction.....	1165	25997	124524	8656	10019	143199	5.50
Juveniles.....	371	8342	28047	6460	6285	40792	4.88
Poetry and the Drama.....	305	8850	3855	551	354	4760	.57
Essays, Miscellaneous Works, Etc.....	318	9430	6145	644	512	7301	.78
Works in Foreign Languages.....	66	11038	2562	354	66	2982	.27
Ancient Classics and Translations.....	844	456	64	7	527	.62
Biography.....	440	12340	3956	481	509	4946	.40
History—American.....	499	8613	4005	516	835	5956	.69
History—European.....	430	9577	5151	435	584	6170	.64
History—Asiatic, African, Etc..	227	5159	2078	167	302	2547	.49
Voyages and Travels ...	50	4038	940	75	150	1165	.28
Natural History.....	140	3696	2045	251	557	2853	.77
Natural Science.....	112	2291	3501	376	112	3989	1.74
Applied Science and Useful Arts	211	8741	3570	589	116	4275	1.14
Military, Naval and Recreative Arts.....	77	1865	2726	241	84	3051	1.63
Fine Arts.....	214	5241	5233	492	187	5962	1.13
Philosophy.....	80	1534	1640	164	69	1873	1.22
Language and Education.....	102	2967	2415	325	102	2842	.96
Political and Social Science.....	264	5235	2966	280	177	3403	.64
Law.....	57	1061	868	101	36	1005	.94
Medicine.....	72	1453	1321	169	43	1533	1.06
Religion.....	465	11284	3642	429	238	4309	.38
Books for the Blind.....	36	1872	147	157	119	423	.30
Bibliography and Reference Works.....	897	29241

TABLE D.

Number of Volumes and Circulation—Branch Libraries.

Classification.....	Prose Fic- tion and Juveniles.	Poetry and the Drama	Biography.	History.	Travels.	Science and Art.	Miscella- neous Works.	Foreign Languages.	Reference Books.
BRANCH No. 1.									
Number of volumes.....	6764	672	1358	1698	590	1159	3943	287	364
Circulation.....	25113	592	519	1537	235	971	2957	229
Average circulation of each book.	3.71	.88	.38	.90	.39	.83	.74	.79
BRANCH No. 2.									
Number of volumes.....	6403	624	1169	1414	512	1151	3631	322	428
Circulation.....	31516	450	501	1254	243	927	1725	426
Average circulation of each book.	4.92	.72	.42	.83	.47	.80	.49	1.32
BRANCH No. 3.									
Number of volumes.....	5656	474	859	1159	406	943	2307	232	877
Circulation.....	28743	487	351	2304	376	1035	2233	232
Average circulation of each book.	5.08	1.02	.40	1.93	.92	1.14	.79	1.00
BRANCH No. 4.									
Number of volumes.....	5460	459	818	1077	391	903	2307	233	398
Circulation.....	18156	461	307	1239	195	738	2546	511
Average circulation of each book.	3.14	1.00	.37	1.20	.49	.87	.90	1.80
BRANCH No. 5.									
Number of volumes.....	6371	599	1139	1408	499	1123	3330	417	412
Circulation.....	28235	550	300	2093	194	1246	1997	732
Average circulation of each book.	4.43	.91	.26	1.49	.38	1.10	.59	1.87
BRANCH No. 6.									
Number of volumes.....	5196	577	1001	1256	435	1035	2752	156	270
Circulation.....	19534	420	353	922	181	818	1991	71
Average circulation of each book.	3.75	.72	.35	.73	.41	.79	.72	.45
BRANCH No. 7.									
Number of volumes.....	4023	288	476	821	250	585	1592	30	201
Circulation.....	12801	122	116	601	63	309	1236	7
Average circulation of each book.	3.10	.42	.24	.73	.26	.52	.30	.23
BRANCH No. 8.									
Number of volumes.....	1849	159	348	704	94	268	653	11	98
Circulation.....	14538	245	218	715	39	550	1077	19
Average circulation of each book.	7.83	1.54	.62	1.01	.41	2.05	1.64	1.72
BRANCH No. 9.									
Number of volumes.....	1857	109	211	576	20	243	414	7	78
Circulation.....	13033	246	136	870	49	515	674	7
Average circulation of each book.	7.02	2.25	.83	1.51	2.45	2.11	1.62	1.00
BRANCH No. 12.									
Number of volumes.....	2301	156	238	307	41	267	625	10	101
Circulation.....	19339	405	258	1252	37	527	646	12
Average circulation of each book.	8.42	2.59	.83	1.55	2.12	1.97	1.03	1.20
BRANCH No. 13.									
Number of volumes.....	1659	118	339	773	29	254	652	10	70
Circulation.....	22308	621	518	1939	119	1407	1481	85
Average circulation of each book.	13.44	5.26	1.52	2.49	4.10	5.53	2.27	8.50
BRANCH No. 14.									
Number of volumes.....	1884	137	323	765	48	251	563	9	43
Circulation.....	11904	192	132	647	58	707	335	8
Average circulation of each book.	6.31	1.40	.56	.84	1.20	2.31	.67	.88
BRANCH No. 15.									
Number of volumes.....	1227	113	257	300	26	193	432	9	64
Circulation.....	308	18	12	47	2	51	22	1
Average circulation of each book.	.65	.15	.04	.05	.07	.25	.05	.11

TABLE E.
Circulation of Periodicals in 1911 by Months—Central Library and Branches.

Months.	Totals 1910.	Totals 1911.	Central Library.	Branch No. 1.	Branch No. 2.	Branch No. 3.	Branch No. 4.	Branch No. 5.	Branch No. 6.	Branch No. 7.	Branch No. 8.	Station No. 10	Station No. 11.
January.....	23669	24383	9138	1129	1583	2036	960	1095	2262	1030	494	1869	2787
February....	23362	22789	7850	999	1525	2439	786	918	2159	1065	450	1787	2811
March.....	22027	24057	8733	1334	1353	2474	914	1174	2154	969	480	1618	2854
April.....	19059	17533	7060	754	1100	1367	749	597	1803	671	363	1186	1878
May.....	16698	14663	6998	616	717	973	500	480	1163	596	416	864	1340
June.....	14965	14057	6523	738	802	750	414	479	1341	539	443	930	1098
July.....	12854	10892	5368	535	685	507	344	419	549	436	407	1035	607
August.....	15752	14475	6772	842	879	777	472	365	1089	416	551	1561	751
September...	16040	13950	6266	744	821	742	626	638	1000	612	453	1220	828
October.....	19692	16529	7347	891	917	1073	733	699	1421	638	448	1610	752
November...	21700	17423	7222	1009	1167	1387	867	647	1477	709	442	1853	643
December...	20609	16760	7190	1035	1068	1369	1022	520	1330	843	428	1254	701
Totals.....	228427	207511	86467	10626	12617	15894	8387	8031	17748	8524	5390	16787	17050

"This sum is in addition to the annuity of \$50,000 paid by the city in consequence of Mr. Pratt's gift of about \$1,145,000.
+ Police census--\$65,000. c Includes binding and periodicals. b Includes periodicals. e Statistics of 1910.

BRANCH No. 16--PIMLICO.
Forty-first Street near Park Heights Avenue.

THE
Enoch Pratt Free Library
OF BALTIMORE CITY

TWENTY-SEVENTH ANNUAL REPORT

OF THE
LIBRARIAN

TO THE
BOARD OF TRUSTEES

FOR THE YEAR 1912

BALTIMORE

1913

The Library

BOARD OF TRUSTEES.

**JAMES A. GARY,
CHARLES J. BONAPARTE,
EDWARD STABLER, JR.,
HENRY PRATT JANES,**

**HENRY DUFFY,
HENRY STOCKBRIDGE,
JOHN E. SEMMES,
HENRY D. HARLAN.**

OFFICERS.

President, **CHARLES J. BONAPARTE.**

Vice-President, **HENRY STOCKBRIDGE.**

Secretary, **EDWARD STABLER, JR.** Treasurer, **HENRY PRATT JANES.**

Librarian, **BERNARD C. STEINER.**

Assistant Librarian, **LAWRENCE C. WROTH.**

LIBRARY BUILDINGS.

CENTRAL LIBRARY—106 West Mulberry Street, near Cathedral.

BRANCH 1—Corner of Fremont Avenue and Pitcher Street, near Lafayette Square.

BRANCH 2—Corner of Hollins and Calhoun Streets, near Union Square.

BRANCH 3—Corner of Light and Gittings Streets, near Riverside Park.

BRANCH 4—Corner of Ellwood and O'Donnell Streets (*Canton.*)

BRANCH 5—Corner of Broadway and Miller Street, near Johns Hopkins Hospital.

BRANCH 6—St. Paul Street, above Twenty-fifth (*Peabody Heights.*)

BRANCH 7—Falls Road, below Thirty-seventh Street (*Woodberry and Hampden.*) [Building given by Robert Poole, 1900.]

BRANCH 8—Eleventh Street and Liberty Road (*Walbrook.*)

[Building given by Francis A. White, 1907.]

BRANCH 9—Corner Towson and Beason Streets (*Locust Point.*)

[Building given by Andrew Carnegie. Site given by B. & O. R. R.]

STATION 10—Mott Street, near Corner of Gay (*Old Town.*)

STATION 11—1208 East Baltimore Street, near Aisquith Street.

BRANCH 12—Corner Sterrett and St. Peter Streets (*Mt. Olare.*)

[Building given by Andrew Carnegie, 1908, purchase of lot made possible by gift of Thomas J. Hayward.]

BRANCH 13—Linwood Avenue, between East Fayette Street and Philadelphia Road, near Patterson Park.

[Building given by Andrew Carnegie. Lot dedicated to library by Mayor and City Council.]

BRANCH 14—Garrison and Fairview Avenues (*Forest Park.*)

[Building given by Andrew Carnegie. Lot dedicated to library by Mayor and City Council.]

BRANCH 15—Gorsuch Avenue and Taylor Street (*Homestead.*)

[Building given by Andrew Carnegie. Site given in memory of Robert S. Carswell.]

BRANCH 16—Fifth Avenue, near Park Heights Avenue (*Pimlico.*)

[Building given by Andrew Carnegie. Site given in memory of William and Ellen Shirley.]

BRANCH 17—North Avenue, near Smallwood Street (*Easterwood.*)

[Building given by Andrew Carnegie. Site given in memory of Leon Lauer. Library to be opened in 1914.]

ANNUAL REPORT FOR 1912.

To the Trustees of the Enoch Pratt Free Library:

Gentlemen: At the beginning of the year two important changes in the management of the Library were made, when the Hon. James A. Gary and Hon. Thomas J. Morris declined re-election as President and Vice-President, respectively, of the Board of Trustees. Mr. Gary had been a member of the Board from its organization, was Vice-President from 1888 until the death of the founder in 1896, and was President of the Board from that time until this year. The library development in Baltimore owes much to the constant interest and unbroken devotion of Mr. Gary. Fortunately, the delightful relations between him and the Library have been continued, through his remaining a member of the Board of Trustees.

Judge Morris had been Vice-President from the time of Mr. Pratt's death, and had served as chairman of the Library Committee for many years. Unfortunately, his retirement from the office of Vice-President was followed, after a few months, by his death, which occurred on Thursday, June 6.

At their meeting on June 17, the following minute was adopted by the Trustees:

"Hon. Thomas J. Morris was for more than twenty-three years a member and for more than fifteen years Vice-President of this Board. He served the Library with the same unselfish devotion which he ever displayed in all positions of public or private trust, and the good done to the community by this great and beneficent foundation has been due in no small measure to his wise counsel, patient watchfulness and unwearied interest in its welfare. His fellow trustees express in this minute their sense of the great loss sustained in his death by the Enoch Pratt Free Library and by the people of Baltimore; and here record their gratitude for his

unfailing help in their labors and their grief at parting from a faithful and ever kind and a revered friend."

The election of the Hon. Charles J. Bonaparte, as President, and Hon. Henry Stockbridge, as Vice-President of the Board in January, began a new administration, which I trust may be continued as long and as prosperously as that of their predecessors.

On February 1, a third important change in the organization of the Library occurred, in the resignation of Mr. Louis H. Dielman of the position of Assistant Librarian, in order that he might assume the responsible position of Executive Secretary of the Peabody Institute. Mr. Dielman had been Assistant Librarian since 1894, and his uniform zeal, courtesy and efficiency made him of such great value, that we regretted extremely that he severed his connection with the Library. We may felicitate ourselves, however, in that he remained in Baltimore, and that results of value come to both institutions from the increased co-operation which followed his assuming his new position. Mr. Dielman was succeeded as Assistant Librarian by Mr. Lawrence C. Wroth, who has been, since his graduation at the Johns Hopkins University in 1905, the Librarian of the Maryland Diocesan Library. It is very pleasant that we were able to find a man in Baltimore who was competent to fill the position satisfactorily.

The growing complexity and size of our library system, which has developed during the time that I have been Librarian, so as to cover seventeen instead of six centres of distribution, have led us to establish a new position, that of Inspector of Branches. The beneficial results of the new arrangement have been clearly shown in unifying and standardizing the work of the institution throughout the city.

Although the construction of Branch Library No. 16 was much delayed by the inclement weather which prevailed throughout the early months of the year, it was completed in the late summer and was opened on September 28. It has already proven itself extremely useful, and the building is a very attractive one.

Just before the close of the year, a site for Branch Library No. 17, on the south side of North Avenue, east of Bentalou

Street, was offered us, and I trust that we shall be able to erect a building there during the coming year.

Important forward steps were taken during the year, through placing a typewriter and a telephone in each Branch Library, and in raising the minimum salary for the women employees, from fifteen to twenty-five dollars a month.

Branch No. 6 was remodeled so as to give safeguarded open access to our patrons and Station No. 11 has been removed to very much more adequate quarters for its work.

A few places were found in the Central Library and its annex, where books could be placed, but we are more terribly crowded each year at this building, and the need of an additional Central Library is more imperative. The Reading Room was frescoed and provided with new chandeliers and linoleum was laid on its floor, making a dignified and attractive room.

The circulation has slightly increased, and the work of the Department of Outside Delivery shows gratifying growth, especially in the utilization of our books by a number of mercantile and manufacturing establishments whereby we are rendering a very important educational service to the community.

The Cataloguing Department has been extremely efficient in its work, and has made a very large reduction in the amount of work in arrears at the beginning of the year. Rapid progress is being made in the reclassification of the books in the Branch Libraries. Our collection now comprises over 300,000 volumes and ranks in size among the great libraries of the world. Had we the income equal to the needs of the city, we would be able to utilize this great collection even more efficiently, and to add to it more rapidly, but, as it is, we are accomplishing wide reaching results in this city. The position of the Library in a country which has a republican form of government is extremely important. Mr. John D. Wolcott in a recent article upon Library Extension in the United States said:

"The public library is made an essential factor in the educational system, both because of its independent service to all classes of people throughout life, and also because of its co-operation with the public schools, which constantly becomes more intimate

and useful. The functions of the library extend beyond the storing and provision of material for reading and study, and include, besides bibliography and reference, the use of its building as a place of deposit for collections in science, art, or history, and as a place of assembly for lectures, club meetings, exhibitions, and all interests outside the schools which promote education and culture. The present movement to broaden the scope of library activities is noticeable in nearly all civilized lands. In this country the tax-supported public library, like the public school, is now the accepted type, because both are recognized as integral parts of our system of public education."

(Interior Department. Annual reports, 1911. Commissioner of Education, Vol. 1, page 161.)

It is possible to cumulate authorities upon this point: for example, the Librarian of Congress, Dr. Herbert Putnam, recently said: "It does not dictate to the individual; he is still free to read what he fancies—at his own expense. Its responsibility is merely to see to the right expenditure of public funds. Its process is not that of rejection, but that of selection. But its wise decisions form a potent example and influence. Against the bad books it opposes an array of the good books; against the books which soil it opposes the books which clean and freshen; against the morbid books it opposes the wholesome books; against the enfeebling books it opposes the invigorating books. [It does not denounce the one nor champion the other. It champions only that sound preference in the community itself which really wants the best and looks to its public authorities to provide this.] Against the new book, also, courting favor by fair means or foul, it may wisely oppose the book tried by time, tested by the judgment of ages. In this it may exercise a conservative, a steadying influence, much needed in a democracy."

(The service of books in a democracy. Library Journal, February, 1912, pages 61-62.)

In England, similar testimony may be adduced, as is contained in the Presidential Address of Sir John A. Dewar, Baronet, M. P., to the Library Association at Perth:

"A public library brings to the door of every citizen all the work of every genius who has ever lived and written. It makes accessible to the poorest boy or girl all the treasures of the ages, a privilege which only a few years ago could be enjoyed only by the rich, and indeed in some directions only by the very rich. It opens a wide field to every enterprising and ambitious citizen, and it has the great additional recommendation that it only helps those who are anxious to help themselves. It gives nothing to the idle or the indolent; it only yields a return to those prepared to give patience and hard work in the pursuit of their studies. * * * A little thought will indicate to how great an extent the development of the education of the people depends upon a free and easy access to the best books. Indeed, the effect of universal education must be of a very partial and limited character unless we have the very widest development of the library movement running along side of it."

(The Library Association Record, November 15, 1911, pages 368 and 369.)

A similar statement from an English source is that made by J. E. G. DeMontmorency: "The public libraries are ready to take their part in the great educational system when that system is itself ready for them. It would be ungrateful to overlook the work that they have already done. To the earnest student they have long offered the specialized books that are withheld by their cost from his private library, while to the general lover of culture they have given standards of beauty and thought." * * *

"The child who has to leave school without passing on to the University will nevertheless have a *Studium Generale* at his door, the use of which has been made familiar to him in the course of his school life. He will know the value and the true use of a public library, and will make it his university of letters. The public library must become the private library, so to speak, of the user since he, familiar with it from his childhood, will have some real influence in its growth. The library will come to reflect, in the truest sense, the intellectual personality of the area that it serves and it will also serve as the perpetual bond of union between the town and the University."

(“Public Libraries and National Education,” *Contemporary Review*, December, 1911.) •

In order to fulfill these important functions, it is necessary that we be suitably equipped, and the best results cannot be obtained without such equipment. There is constant necessity for increase in the income of the Library if it is to meet the growing need of the community.

“A small boy once asked a librarian for a book that would tell ‘how to educate and how to stay so.’ This is exactly the function of a public library; not only to educate people, but to keep them educated by giving them constantly the very best. It should be not so much a storehouse of knowledge as a distributing center of knowledge, treating all persons and all questions alike. To do this we must have proper facilities.”

(Thirty-ninth annual report of the Trustees of the Public Library of the City of Somerville, Mass., 1911, page 4.)

At the beginning of 1913 this Library contains 301,023 volumes, and is administered by 116 officers and employees. The home circulation of books was, during the last year, 616,083, and with the greatest economy the expenses amounted to \$88,913.62, so that it is evident that the Library could not have been carried on, even within the present bounds of its work, unless there had been received from charges, catalogues, etc., a sum added to the annuity and the appropriation paid by the city. In 1912, the Library system consisted of a Central Library Building, fourteen Branches and two Delivery Stations, in addition to which books were sent to 53 institutions, and by an arrangement with the Maryland State Library Commission, to 16 blind persons outside of the city. In the reading rooms of the Library 90,139 books and 201,061 magazines were used. Complete figures as to reading room use cannot be given, owing to the fact that some of the Branches have open shelves. The number of books circulated from the beginning amounts to 15,157,057. The registration books show that there are now 40,076 borrowers' cards outstanding, and that 223,752 persons have at different times become entitled to the use of the Library. The circulation of books by classes is given in Table A, that by months in Table B. The

number of books in the various classes in the Central Library, the number added to each class during the year, the total circulation of each class and the average number of times each book went into circulation are shown in Table C, while Table D shows similar figures for the Branches. The circulation of periodicals in the various reading rooms is shown by months in Table E, while Table F gives comparative library statistics of Baltimore and other cities. From Table F we see how great is the disparity between our income and that of the libraries of other cities of the rank of Baltimore.

Mr. Pratt, by a gift to the City of about \$1,150,000 (Central Library, first four Branches and endowment) in 1882, enabled the City to have public library facilities without further expense than payment of the annuity of \$50,000 for over twenty years, the first City appropriation being one of \$5,000 made in 1908. The appropriation last year (1912) was \$34,500. Since the opening of the Library, both area and population of Baltimore have doubled, and number of Branch Libraries has increased from 4 to 16, while one more will be built in 1913. A collection of over 300,000 volumes has been gathered.

In reference use of reading rooms, in lectures in the newer Branches, in reading clubs of children, the Library serves useful public functions, in addition to the home circulation of books. The service of the Library to the people in the circulation of books is accomplished not merely through books drawn at its buildings, but also through sending of boxes of books to the public schools of the City, private and Sunday schools, playgrounds and recreation centers, department stores and factories, settlements and study clubs.

A pleasing recognition of the value of the Library was seen in the unanimous passage by the General Assembly of the following resolution: (No. 11—Laws of 1912, page 1665.)

“Whereas the Maryland Reports contain much matter of historical interest and value to the general public, and whereas it is important that the decisions of the Court of Appeals, as the highest legal tribunal of the State, should be readily accessible to the

people thereof, and whereas there is no convenient place in the City of Baltimore in which said reports may be consulted by the readers in general.

"Therefore, be it resolved, by the General Assembly of Maryland, That the State Librarian be authorized to deposit a set of all such reports as may be available in the duplicate collection of the Maryland State Library, in the Enoch Pratt Free Library of Baltimore City and the Library of the Peabody Institute on condition that the privilege of consulting said volumes be given to all persons allowed to use the Reading Rooms of said libraries and the further condition that the title to said volumes shall remain in the State of Maryland."

NEEDS.

The needs of the Library for additional equipment have changed but little and the following list is largely a repetition of one contained in previous reports:

1. An extensive addition to the Central Library facilities in the shape of an additional new building, monumental in its architecture, convenient and modern in its interior, adjacent to and connecting with the present Central Library Building.

2. Until the erection of such a building, the establishment in remodeled dwellings adjacent to the Central Building, of those departments, for which we have no facilities in the present building, for example:

- (a) A technological room.

- (b) A young people's room.

- (c) A teacher's room.

- (d) An open-shelf room containing a standard Library.

3. A sufficient sum of money to enable us to convert the earlier Branch Libraries into open-shelf Libraries, so that there may be no discrimination against the people in the sections of the City where these Libraries are located.

4. A sufficiently large book fund to enable us to purchase very much more largely for the Branches and to increase the number of duplicates purchased.

5. Sites for Branch Libraries as follows:

(a) To take the place of Station No. 10 in the 10th ward, or the southern part of the 9th ward in the vicinity to the southeast of Greenmount Cemetery.

(b) To take the place of Station No. 11 in the 5th ward in the vicinity of Baltimore and Aisquith streets.

(c) In the vicinity of South Broadway in the 2nd or 3rd ward.

(d) In the vicinity of Collington Square in the 8th ward.

(e) In the vicinity of Lake Montebello in the 8th or 9th ward.

(f) In the vicinity of Homewood in the 12th ward.

(g) In the vicinity of Mt. Royal and Maryland avenues in the 11th ward.

(h) In the vicinity of North and Linden avenues in the 13th or 14th ward.

(i) In the vicinity of Ashburton in the 15th ward.

(j) On the Bloomingdale road at Calverton in the 16th ward.

(k) In the vicinity of Carroll and Irvington in the 20th ward.

(l) In the vicinity of Frederick avenue and McHenry street in the 20th ward.

The Board of Trustees of this Library, after careful consideration, made the following request of the Board of Estimates on October 1, including only those amounts which seemed indispensably necessary for the work of the institution:

"The Trustees of the Enoch Pratt Free Library of Baltimore City respectfully request that an appropriation of fifty-one thousand and five hundred dollars be included in the Ordinance of Estimates for the year 1913 for the equipment, maintenance and support of said Library.

"In the Ordinance of Estimates for 1912, appropriations were made in accordance with the agreement between the City and Mr. Andrew Carnegie for the maintenance of Branches Nos. 9, 12, 13, 14, 15 and 16, being ten per centum of the cost of these buildings, and amounting in all to fifteen thousand and five hundred dollars. The appropriation also covered the maintenance of Branch Library No. 8 in Walbrook to the amount of twenty-five hundred dollars, of Station No. 10 at the corner of Gay and

Mott streets and of Station No. 11 on East Baltimore street, near Aisquith street, to the amount of one thousand dollars for each of said Stations. The rest of the unrestricted appropriation, namely, twelve thousand dollars, was utilized in remodeling Branch Library No. 6 on St. Paul street, near 25th street, and in the purchasing, binding and cataloging of books for the several Branch Libraries. We request a renewal of the appropriation of the preceding year, and an increase of fourteen thousand dollars, so as to enable us more adequately to meet the needs of the Branch Libraries. If the increase be granted we propose to devote it to the following purposes:

"The maintenance of Branches Nos. 5, 6 and 7. The original gift of Mr. Pratt in his words, contemplated a main Building and "Branches connected with it in the *four* quarters of the City," and the annuity created by Mr. Pratt's gift was thus intended for the maintenance of these five Libraries only.

"In their endeavor to meet the pressing needs of the City, the Board of Trustees established three other Branch Libraries. As a result of this action, the annuity has been charged with expenses not originally contemplated and it is no longer sufficient to provide satisfactorily for its original purposes. We, therefore, request that the same appropriation be made for the maintenance of these three Libraries, which has been made for Branch No. 8, namely, twenty-five hundred dollars annually for each of them. We also desire to remodel the older Branch Libraries as we have remodeled Branch No. 6 and for that purpose we shall need a little more than six thousand dollars. The importance of modernizing these Branches, so as to make the Buildings equipped with safely guarded open access to the shelves, is manifest, and the very great and very satisfactory improvement made at Branch No. 6 shows the usefulness of such an appropriation. The increased number of Branches, and the wear and tear upon the books, as the Branches grow older, make increasing demands upon the Library, for the purchase of new books, and the replacing of standard worn out books, as well as for the binding of books which have seen service, but are not yet worn out. For these purposes we ask for an increased appropriation of one

thousand dollars. With this increase, we shall still have considerably less than a thousand dollars for each Branch Library for the purchasing, binding and cataloguing of books; the sum of one thousand dollars should be the minimum amount expended for this purpose in each Branch annually.

"The Ordinance of Estimates gave an appropriation of twenty-five hundred dollars for the increase of salaries of Assistants in the Branches, which appropriation has been of great utility, not only in rewarding more adequately faithful service, but also in enabling us to raise the standard of education required of applicants for such positions, and in enabling us to appoint persons better equipped for carrying on the educational work of the Library. We ask that this appropriation be continued, and that an additional sum of twenty-five hundred dollars be appropriated so that we may make certain other much needed increases in the salary list. Not only are we paying much less than other cities to persons holding similar positions, but also much less than is paid to the teachers in our Public Schools. The importance of the Library as an educational institution is such that we ought to be able to place on our staff persons as well equipped as are these teachers, and pay them salaries equivalent to those received by the latter. In our request last year, we stated certain facts which we desire again to emphasize: "Many of the employees are grossly underpaid, because of the inadequate income of the Library, and the discrepancy is so great, as compared with the salaries paid in other lines for a similar class of service, that it is becoming each year increasingly difficult to secure a properly educated and efficient force, and the usefulness of the Library is becoming more and more liable to serious impairment. It is the belief of the Trustees that from eight thousand to ten thousand dollars would not be too much to expend in this way, but the Trustees deem it wiser to proceed slowly, and, therefore, only ask at this time for the sum of five thousand dollars." The Library is entering upon new fields of usefulness and is increasing its valuable collections of books. In order that this development may keep pace with the growth of the city and that the Library may fittingly fulfil its functions of instruction and

recreation to the people of Baltimore, it is absolutely necessary that the appropriation should be increased from year to year; only through such provision can we render efficient service to the people of Baltimore and fulfil the original purpose of the Library, which, as Mr. Pratt said, was established "for the benefit of our whole City."

The Board of Estimates felt that the sum of \$36,500 was as much as it would be wise to include in the Ordinance of Estimates for 1913, and while this sum will enable us to accomplish some of the work which we ought to do, it does not permit us to alter all of the old Library Buildings, to make certain needed increases in the salaries, nor to purchase all the books we desire. It is interesting to note that the total amount, \$51,500, included in our request for an appropriation in the Ordinance of Estimates for 1913, is less than one-fourth of the sum provided by either Cleveland or Pittsburgh in its tax levy for this year. We cannot hope to take proper position among American cities in library matters unless we support the library more adequately than we have in the past.

Our neighboring City of Philadelphia has begun the erection of a new Central Library Building on a large lot in an eligible situation, and expects to devote a very considerable sum of money thereto. This should spur us to similar action. Not only in buildings, but also in other ways, are we falling behind: for administrative expenses, for example, we pay less than any other library of a first-class city in the United States.

"Every human institution which stands for social or individual betterment, for a larger, freer, higher life, is the outgrowth of larger ideas and impulses, and the library is the agency through which these ideas and impulses are made the common possession of the community." * * *

(The Library and Other Good Things (Editorial Notes), New York Libraries, November, 1912, page 165.)

The truth of the statement just quoted is undeniable, and yet that truth can only be made effective in our City by providing it with an adequately supported public library.

In addition to the Libraries given by Mr. Carnegie, six of which have been completed or are being built, a Branch Library with the lot was given by Mr. Francis A. White and another by Mr. Robert Poole, at a cost of about \$30,000. There are thus fourteen Library buildings in Baltimore, all erected without expense to the taxpayers.

ORDER AND ACCESSION DEPARTMENT.

"The contents of a library are also expressions of man, and one would say the most significant, for they are in addition the conscious expressions. They reflect his state, which is all that the contents of a museum do, but they record also his own memory of the past, his own hope for the future, his concept of his relation with his fellows and with the infinite, and his intimate communion with himself. They are man looking backward, forward, upward and inward. And they are man the artist employing the vehicle which is his unique endowment, for the utilization of his gift to inform or to affect his fellows. They are not merely man static, they are man dynamic."

(Herbert Putnam. The Quick in the "Dead." Library Journal, May, 1912, pages 235 and 236.)

The total number of books now on our accession catalogues is 301,023. During the year 19,017 books were accessioned, of which 3,865 were replacements. Since the opening of the Library 90,843 books have been condemned and withdrawn from circulation; 6,249 of these were condemned during the past year.

During the year 6,736 volumes were added to the Central Library; to Branch No. 1, 378; Branch No. 2, 351; Branch No. 3, 337; Branch No. 4, 347; Branch No. 5, 343; Branch No. 6, 359; Branch No. 7, 353; Branch No. 8, 539; Branch No. 9, 531; Station No. 10, 687; Station No. 11, 852; Branch No. 12, 474; Branch No. 13, 789; Branch No. 14, 627; Branch No. 15, 772; Branch No. 16, 3,963.

The total number of books now accessioned for the Central Library is 182,090 and for the Branches as follows: Branch No. 1, 14,659; Branch No. 2, 13,476; Branch No. 3, 11,464;

Branch No. 4, 11,330; Branch No. 5, 13,693; Branch No. 6, 12,170; Branch No. 7, 7,943; Branch No. 8, 4,684; Branch No. 9, 3,995; Station No. 10, 1,617; Station No. 11, 1,742; Branch No. 12, 4,885; Branch No. 13, 4,690; Branch No. 14, 4,665; Branch No. 15, 3,937; Branch No. 16, 3,983.

The usual stock-taking was prosecuted with care, and its result is as follows: There were missing from the Central Library 100; Branch No. 2, 5; Branch No. 3, 1; Branch No. 6, 2; Branch No. 8, 9; Branch No. 9, 14; Station No. 10, 8; Station No. 11, 33; Branch No. 12, 26; Branch No. 13, 3; Branch No. 14, 1; Branch No. 15, 3. Since the Library was opened in 1885, we have lost 1,297 books, divided as follows: Central Library, 762; Branch No. 1, 56; Branch No. 2, 31; Branch No. 3, 42; Branch No. 4, 20; Branch No. 5, 13; Branch No. 6, 41; Branch No. 7, 7; Branch No. 8, 20; Branch No. 9, 31; Station No. 10, 45; Station No. 11, 94; Branch No. 12, 103; Branch No. 13, 26; Branch No. 14, 3; Branch No. 15, 3. The loss this year was 1 to every 3,395 books circulated. From the beginning the loss has been 1 to every 13,136 books circulated.

Of the 19,017 volumes accessioned for the Library during the year, 917 were bound magazines and periodicals, 789 were donations (including the deposit of United States Documents) and 17,311 were purchased at an average cost of 96c. per volume.

The purchase of books for the Library is a difficult and important matter. After all, the Library is the place where education and recreation are to be procured through books, which have preserved the acquirements of mankind from the beginning. Dr. Arthur E. Bostwick has well expressed this idea in a recent address:

“Writing is a device for the storage of ideas—the only device for this purpose prior to the invention of the phonograph, and not now likely to be generally superseded. A book consists of stored ideas; sometimes it is like a box, from which the contents must be lifted slowly and with more or less toil; sometimes like a storage battery where one only has to make the right kind of contact to get a discharge. * * * And although the book cannot think for itself, but must merely preserve the idea in-

trusted to it, without charge, it is vastly superior in stability to the brain that gave it birth, so that thousands of years after the brain has mouldered into dust it is capable of reproducing the original ideas in a second brain where they may germinate and bear fruit."

("The Advertisement of Ideas," Minnesota Public Library Commission, Library Notes and News, December, 1912, pages 190, 191.)

The same thought was more briefly expressed in a recent editorial from the Philadelphia *North American*: "The history of the human mind is the history of books. Books are the collected and recorded experiences of all times and climes."

It is necessary to know not only books which are constantly needed, but also those which are asked for only occasionally, but which are of considerable importance to the occasional inquirer. "The librarian must often place on the shelves books which have only a potential usefulness and he must often retain on the shelves those that have lain there for years apparently dead and forgotten. A book is like a seed which for the attainment of real life needs not only to possess a living germ but also to be brought into close and vital contact with its proper soil. Many books which appear to be so much deadwood serving only to fill valuable space and accumulate dust, are merely waiting to be brought into proper contact with human minds in order to demonstrate a full measure of life and fruitfulness."

(Keeping libraries alive. New York Libraries, April, 1912, Vol. 3, No. 3, page 91.)

The accessioning of books was done quite promptly during the year, and the order work was kept more closely up-to-date than for some years past. In addition to the purchases for the older libraries, some thirty-eight hundred books were accessioned for Branch No. 16, and fifteen hundred volumes of Everymans Library purchased for the various Branches. The last named collection were accessioned in less than a week's time. As in former years, we have been fortunate in securing many standard books from second-hand and antiquarian dealers at prices much less than those of the new books.

Copies of the order lists have been sent to the Peabody Institute during the year, in the hope that duplication might thus be avoided.

A selected list of titles of books in the Bohemian language prepared for us by a literary club of Bohemians, was sent for purchase to our agent by this Department in the last days of the year.

The replacement work was very heavy during the year, particularly on account of the reclassification of books in the Branches, which brought to our attention volumes considerably worn and standing upon the shelves.

Among the donations of the year, have been a collection of French books from Mrs. M. G. Daves, and a number of volumes from L. H. Livingstone. A large collection of unbound numbers of standard magazines was given by Miss Jane D. Forbes, from which we were able to bind one hundred and five volumes for the shelves of the Branch Libraries. We shall be glad to receive similar gifts from persons who desire to dispose of printed material which they no longer care to preserve.

Worn out books were sent as usual to the libraries of schools and other institutions throughout the State. There is a greater demand for these books than we can supply, and the boxes which we send are highly appreciated.

In the purchase of books we have endeavored to provide the people of Baltimore with such volumes as shall add to their information and intellectual power. We are the custodians of public funds to provide the best books for the people, and to make it possible for the men and women of today to come in contact with the ablest writers of the past, for as Prof. Henry P. Wright says:

"To know a book thoroughly is to know the author, and here is your opportunity to become acquainted with the good and great of former days. What an influence such an acquaintance has on a young man's life! The great writers have left us in their works the best part of themselves. Shakespeare to us now is not a man who lived three hundred years ago and wrote plays for the stage, but rather a collection of unrivaled literature which bears his name. What matters it to us what his personal history

was, when every thinking man has in his own library the collection of literature into which he put his thought? That volume in your library is more truly Shakespeare than the body of flesh which his contemporaries saw.

"The books that you habitually read will be an index of your character and purpose. It is wise, therefore, to begin right. As you can read only a limited number of books, by all means select the best. Life is too short to waste one's time in reading bad or inferior books, when there are so many which are excellent. One's own self-respect, his regard for his home and the companions and friends who believe in him, should keep him from reading books which are vulgar or immoral, or which border on immorality. Everybody, of course, will read the newspapers for the record of current events, and the magazines to keep up with the progress of the age. In addition, one should also read the books with which every educated man ought to be familiar, including some of the best works of the historians, the biographers, the essayists, the novelists, and especially the poets. Without the information and culture which such reading affords, you will lack something in your mental equipment which others will notice and of which you will be too well aware.

"Be thorough and systematic in your reading. Read books that make you think, and read them so as to become master of the author's thought. After having read an article or a chapter in a book that interests you, it is good practice to write out the substance of it from memory. Much careless reading lessens one's power to reproduce what he has read. 'Looking at print,' as Charles R. Brown calls such reading, adds nothing to one's knowledge and weakens rather than strengthens the mental grasp. The man who regularly devours the newspaper often cannot recall even a witticism after an hour; much less can he give you the thought of an editorial."

(From *School Through College*, pages 49-51.)

CATALOGUE DEPARTMENT.

The ideal held by this Library as to what cataloguing means is well expressed in an article which appeared in the *Library Journal* for March, 1912 (Vol. 37, No. 3, page 138) :

“There are two important steps in cataloging a book: first, assigning it a proper place and number on the shelves; second, making a guide which will tell of its presence in the library and direct the searcher to its place on the shelves. How thoroughly and correctly this work is done determines to a large extent whether a collection of books is usable and useful or useless, whether it really deserves the name of a library.

“It requires not only good native ability, but also thorough training to place these books where they belong on the shelves, thereby locating them definitely for all time. A book misplaced is worse than worthless, because it takes up room and cannot be found when it is wanted.

“The library is not only for popular, but also for scholarly use. It is a school for all the people, for the man on the street and for the doctor of philosophy. It would be easier to arrange a collection of books for either of such types of users separately and alone, but to do it for the two combined and to produce a catalog that both can use jointly and satisfactorily requires the highest ability and skill.”

The work of this Department has been more efficient than in the several past years, because there have been fewer changes in the cataloguers. The work of cataloguing the arrears of books for the Central Library was satisfactorily prosecuted, and almost all of the books in foreign languages have been put on the shelves for circulation. In addition to the fact that we have not on our staff fluent scholars in some of these languages, there is a lack of satisfactory helps, which lack makes the difficulty of cataloguing certain books a very considerable one. In addition to works in the English language, during the year books were catalogued, which were written in French, German, Latin, Greek, Hungarian, Polish, Italian, Swedish, Dano-Norwegian, Icelandic and Finnish.

The titles of 16,080 books suggested for purchase were looked up.

All of the books at Stations 10 and 11 were transferred from the Central catalogue to the Branch catalogues, so that, with the exception of the small Yiddish collection deposited at Station No. 11, all volumes are now charged to the place where they are located. Very considerable progress was made in the revision of the Central Library Finding List, and in the reclassification of the books in the older Branch Libraries as follows: Branch No. 1, 1,353; Branch No. 2, 1,350; Branch No. 3, 1,187; Branch No. 4, 1,203; Branch No. 5, 1,313; Branch No. 6, 1,058; Branch No. 7, 137; total, 7,601. This latter work ought to be far advanced toward completion this year.

Forty-nine Traveling Libraries were prepared for the Maryland Public Library Commission, which co-operation on our part has been invaluable for the work of library extension throughout the State.

In the Branch Libraries, the books suitable for children have been indicated by marking "X" on the reverse of the title page and the back of the book. The same symbol has been placed on the shelf list, on the official card and on all cards for these books at the Branches. In the open shelf Branches, such books have been separated from others and placed in a different portion of the room.

The filing of the cards in the Central catalogues is a very important piece of work, demanding minute accuracy and increasing in difficulty as our catalogues grow in size. Owing to our recataloguing of books, the number of cards in the public card catalogue increased very largely. A considerable number of books for the blind were catalogued during the year and were an important addition to our collection.

Many volumes have been catalogued by our staff for the Library of Congress, and the fact that that Library so frequently calls upon us for assistance is very complimentary to our staff, although it takes time of cataloguers which can ill be spared.

One of the pressing needs of the Institution is greater income, so that we may pay more adequate salaries to our cataloguers.

We lost one of our best cataloguers during the year because of the low salaries we pay. Cataloguing is not mechanical in any sense; it requires good reasoning, careful research and minute attention to detail.

PUBLICATIONS.

The annual report for 1911 and the Bulletin of accessions for that year were published in February. These publications have brought us agreeable notice in such journals as the *Dial* in its issue for March 16, and such letters from other librarians as the following: "This Library has received and I have read your 26th Annual Report with much pleasure. I congratulate you on such a good report and it is one of a few which are really worth reading, and not a mass of figures. I hope you will secure the addition to your budget and also money for more branches, etc."

One of our foreign correspondents writes as follows: "Many thanks for your Annual Report which has just come to hand. You have succeeded in making what is usually a dry resumé of facts extremely interesting reading, but perhaps the greatest interest lies in the knowledge of the fine work that you are doing and upon which you are heartily to be congratulated. In America the library is a 'live' institution to a much greater degree than here, and it is only by such far-reaching methods as those pursued by yourself and others that the library finds its proper place as an educational and real recreative centre."

REGISTRATION.

There are now 40,076 borrowers' cards in force; 223,752 borrowers' cards and 56,530 students' cards have been issued from the beginning. During the year 2,901 students' cards were issued. Two hundred and sixty-six institutions representing 20,444 books, are entitled to the use of the Library. The registrations for the year amounted to 9,100, of which number cards were obtained at the Central Library for 2,632; Branch No. 1, 542; Branch No. 2, 625; Branch No. 3, 402; Branch No. 4, 389; Branch No. 5, 723; Branch No. 6, 498; Branch No. 7, 287;

Branch No. 8, 312; Branch No. 9, 126; Station No. 10, 374; Station No. 11, 481; Branch No. 12, 399; Branch No. 13, 512; Branch No. 14, 187; Branch No. 15, 288; Branch No. 16, 323. The opening of Branch No. 16 caused a number of new registrations.

Fifty-seven cards were issued temporarily on a deposit of a sum of money.

During the year the following new points of distribution were added to our list: Franklin Street Presbyterian Sunday School, Young Women's Christian Association, Second Branch; School 110 (Colored); Woman's Civic League; Boys' Club of the Federated Charities; Rogers Memorial Sunday School; Nurses' Home of Maryland General Hospital; City College (one class); L. Greif & Bro.; E. J. Codd Co.; The Hub; Baraca Bible Class of Church of the Reformation; St. Gregory's Sunday School.

Of the institutions granted the privilege of drawing books, fifty-three have drawn books during the year. These institutions have drawn the following number of books in 1912: Public Schools—Eastern High School, 2,460; Western High School, 217; City College, 8; School Twelve, 209; School Twenty-one, 201; School Twenty-nine, 90; School Forty-two, 2,590; School One Hundred and Ten, 245; Teachers' Training School, 10; Arundel School, 150; Bryn Mawr School, 295; Friends School, 44; Nurses' Home, Maryland General Hospital, 215; St. Paul's School for Girls, 23; Ann Street Settlement, 2,253; Maryland Industrial School for Girls, 1,229; Florence Crittenton Home, 637; Baraca Bible Class, 60; Central Presbyterian Church Study Class, 5; Emmanuel Reformed Episcopal Church Sunday School, 323; Faith Methodist Protestant Sunday School, 144; Franklin Street Presbyterian Sunday School, 328; Immanuel German Reformed Church Sunday School, 519; Irvington Presbyterian Sunday School, 198; Olive Branch United Evangelical Church Sunday School, 456; Rogers Memorial Methodist Episcopal Sunday School, 301; St. Ann's Roman Catholic Church Sunday School, 282; St. Gregory's Sunday School, 295; St. Paul's Reformed Church Sunday School, 1,081; Sts. Philip and James' Roman Catholic Church Sunday School, 334; Playground in Car-

roll Park, 101; in City Spring, 137; in School Seventy-two, 121; in Riverside Park, 94; Baltimore Athletic Club, 379; Baltimore Club, 651; Handicraft Club, 21; Little Book Club, 309; Northeast Boys' Club, 47; University Club, 668; Boys' Club Federated Charities, 12; Sheppard and Enoch Pratt Hospital, 17; Woman's Civic League, 4; Post Office Station N, 1,182; Police Headquarters, 622; *The News*, 3; *The Sun*, 40; E. J. Codd Co., 37; Gilpin, Langdon & Co., 1,066; L. Greif & Bro., 150; Hochschild, Kohn & Co., 1,517; Young Women's Christian Association, Second Branch, 389.

The classification of the institutions drawing books during the year is as follows: Public Schools, 9; Private Schools, 4; Reformatory Institution, 1; Sunday Schools and other church organizations, 14; Playgrounds, 4; Clubs, 7; Post Office, 1; Police Station, 1; Newspapers, 2; Miscellaneous, 10.

CENTRAL LIBRARY BUILDING.

The past year has brought nearer the time when it will be impossible to have any more books in the Central Library, which is greatly overcrowded. We have been unexpectedly successful in finding space this year for additional shelving of books, and have utilized a large room in the basement for works on philosophy and education. In the corridor connecting the annex with the main library we have placed the works on law and recreation and on military and naval science, and in the rear rooms of the first floor of the annex we have placed some additional Public Documents. We do not see any possibility of placing a sufficient additional number of shelves anywhere in the building to accommodate any considerable number of books.

Extensive improvements were made in the building during the year. The front doors were adjusted so as to better keep out the cold air; a fire-proof door was placed in the rear of the building, and the elevator shaft was fire-proofed. New lights were installed in the basements where books are kept, and in the corridor leading to the annex. Linoleum was laid in the Reading Room and Cataloguing Department. The walls of the Reading

Room and the ceilings of the vestibule and main stairway were frescoed. These improvements have made the building much more attractive and I trust we shall be able to add to them in the coming year by frescoing other rooms. An overflow of water in the annex at 404 Cathedral street damaged the ceiling of the two rooms used for cataloguing so that it had to be replastered.

An improvement was made to the hand elevator which is used when the electrical elevator is out of order, by putting new and smaller boxes in the shaft.

REFERENCE DEPARTMENT.

It is impossible to put down in exact figures the actual amount of work done, but this Department of the Library is clearly growing more useful and more helpful to the outside world. Business men come to us for varied information and clergymen are among our most constant patrons. In one afternoon, for example, seven clergymen representing six denominations, were at work in the Reading Room. The assistance which we render the newspapers, especially *The Sun* and *The News*, takes a great deal of time and is a useful service to the public. The schools are constantly calling us for help, and the various social movements, such as the Clean City Crusade, cause persons to come to us for assistance from books. The lists prepared for the World in Baltimore stimulated the use of books in this Department, as well as through the Delivery. The daily journal of the General Assembly of Maryland was kept in the Reading Room during the session.

The collation and accessioning of magazines went on promptly, and the volumes were returned from the binders in a comparatively short time after their publication was completed. A number of topographical maps were received and placed in their proper folios. Our system of arranging these maps has been very satisfactory and has attracted the attention of librarians in other cities.

A rearrangement of the telephone service of the Library transferred the central station from the Librarian's Office to this Department, where calls are now received.

New hand books of travel were sent from time to time by the tourists' agents in the city, and being placed on tables accessible to the public, have been found of considerable use. In June the entrance examinations for Yale University were held under the supervision of this Department and our service was so satisfactory to the University that we have been requested to undertake the same supervision in the coming year.

Greater quiet has been secured in the Reading Room and greater privacy in the Librarian's Office, by placing glass panels in the office doors so that these may be kept closed.

Selected lists of books and magazine articles upon the topics of the day have been posted on the Bulletin Board and have proven useful to the public.

The Reading Room of the Central Library was open every secular day of the year from 9 A. M. to 10 P. M., except during July and August, when it was closed at 9 P. M. On Sundays and holidays, except during the period from June 1 to October 1, and on Christmas, the Reading Room has been open from 2 to 7 P. M. The use on holidays and Sundays has been sufficient to warrant continuing such opening, except during the warm weather. There are 400 current periodicals on file. The largest circulation occurred on November 29, when 453 periodicals were used, and the smallest on July 16, when 97 periodicals were used. The Sunday and holiday circulation varied from 23 on May 30, to 141 on March 3 and 24. Eighty-nine thousand three hundred and sixty-nine magazines were used in the Reading Room during the year, as against 86,467 in the previous year. The Reading Room was open 306 secular days, 34 Sundays and 5 holidays, or 345 days in all.

BINDERY.

The Bindery Department has the following record: Books mended, 67,862; books sewed, 5,127; books bound in Library, 246; books bound by outside binders, 1,095; books rebound by outside binders, 5,426. Of the number of books mended, 19,435 were mended at the Central Library; at Branch No. 1, 4,488; Branch No. 2, 1,610; Branch No. 3, 4,373; Branch No. 4, 2,928;

Branch No. 5, 5,023; Branch No. 6, 2,842; Branch No. 7, 2,993; Branch No. 8, 3,735; Branch No. 9, 3,047; Station No. 10, 2,459; Station No. 11, 4,209; Branch No. 12, 2,384; Branch No. 13, 4,035; Branch No. 14, 2,167; Branch No. 15, 1,988; Branch No. 16, 146.

Of the total number of books sewed, 1,394 were sewed at the Central Library and at the Branches as follows: Branch No. 1, 192; Branch No. 2, 322; Branch No. 3, 274; Branch No. 4, 318; Branch No. 5, 205; Branch No. 6, 145; Branch No. 7, 244; Branch No. 8, 188; Branch No. 9, 270; Branch No. 12, 291; Branch No. 13, 405; Branch No. 14, 249; Branch No. 15, 544; Branch No. 16, 86.

In the month of March an overflow of water at the annex caused a number of books to become wet. Five hundred and sixty-four volumes had to be taken to the Bindery and given more or less extensive repairs. The work of the clerks at this time was especially worthy of commendation. Every book was preserved and all of them were sent back to the Cataloguing Department within a month of the time the Bindery received them. The work done in this department is extremely satisfactory and compares very favorably with that of the similar departments in any other library.

CIRCULATION—GENERAL.

We cannot too strongly emphasize or too often reiterate the importance of the reading of books, or the far-reaching influence of the Library through such reading. Mr. F. J. Leslie in his Presidential Address to the Library Association at Liverpool, recently said:

“Here then comes the opportunity of the public libraries. In them, and only in them, can we make the wisdom and experience of mankind easily accessible to all. By their means only can we do for grown men what the school does or ought to do for the children, to increase the common stock of knowledge and ideas for the whole community. The school’s work has to be done in

ten years; the public library, as an instrument of education, finds its opportunity in all the rest of life. * * *

"The most urgent need of today is to give to the masses of the people, who now have the political power, the opportunity of so educating themselves as to use that power to the best advantage of the whole community. There is, I believe, no better system available for doing it than through the public library. * * *"

(Library Association Record, October 15, 1912, pp. 491, 492.)

The same thought is expressed in the 19th Report of the Public Library of York, Eng., for 1911-12.

"A study of the list of books issued on the first two days after stock-taking has proved very interesting to me, as showing the varied wants and tastes of our borrowers. There can be no doubt that the Library exercises a great, though silent influence on the thoughts and habits of its readers. I claim that it is not only developing their intellectual power and increasing their mental equipment, but it is, in a practical way, helping the artisan who uses the technical books concerned with his trade, the student who is working for his examination, and the tired worker who seeks recreation in literature. It is not only elevating the tone of family life and creating a more healthy and artistic home, but is assisting to produce a more satisfactory recognition of the duties and obligations of Citizenship and the right use of its privileges."

One of the most popular of the teachers of literature in our universities, Prof. Wm. Lyon Phelps, in his address delivered at the dedication of the Ives Building for the Free Public Library of New Haven, thus referred to the importance of books:

"Thus a public library not only assuages the hunger and thirst for information and entertainment, it creates in dull minds a need for improvement, a desire for an intellectual advance. * * * Books annihilate geographical boundaries; they instantly and neatly remove the fetters of time and space and enable us to live in all countries and in all ages of history. A boy with a good book in his hand may journey through a far country with no trouble and no expense. Our bodies are all tethered; no matter how long the tether, we reach the end of it. But our minds re-

quire room; the whole world of space and eternity itself are not too big for the range of our thoughts. Books turn us from slaves into free men." (Page 19.)

The opportunity of the public library is not merely among adults but also among the children. Mr. Malcolm G. Wyer, recently said:

"The necessity of raising the standards of reading is shown by the tendency of reading at the present time. This can only be done through the child. The school is not able to have much influence over the outside reading. It is to the library that the child will usually come to get his books and it is the duty of the library to supply the educational influence that will guide and direct to good books. The community must recognize that this is a part of the education that it owes its children and that it can only be given through a properly supported free public library."

(Iowa Library Quarterly, October-December, 1911.)

In an address delivered before the Ontario Library Association in April, 1911, on the Relation of the Public Library to Technical Education, Mr. Samuel H. Ranck, who was formerly our Assistant Librarian, expressed this his concern:

"That so many of the boys and girls are going out from our schools with a very limited reading power. I mean by this, that their school work has not given them the ability to get ideas readily from the printed page. This is a most serious handicap, and it is one of the most difficult things that the Library has to deal with in endeavoring to increase the use of its technical books."

In the discussion which followed at that time, Miss Jessie C. Potter said: "To change this, the Library must be an active force in the education of the people to read the better class of books; and the most productive field of effort is to be found among the children, for the best time to teach is during the impressionable years of childhood."

These testimonials could be multiplied, but only one more can be given here as to the assertion that the public library "will tend to interest the people at large in literature and science. It will provide for those who are desirous of reading a better class

of books than the ephemeral literature of the day. It may be the means of developing minds that will make their possessors an honor and blessing to their race. It will give to the young when leaving school an opportunity to make future advances in learning and knowledge. It will, by supplying an innocent and praiseworthy occupation, prevent a resort to those scenes of amusement that are prejudicial to the elevation of the mind.

"We provide our children with the elements of learning and science, and put it in their power by independent study and research to make further acquisitions of useful knowledge from books—but where are they to find the books in which it is contained?

"I would not overrate the importance of book learning. It is of little value without original inquiry and original thought. But good books are the record of the original inquiry and thought of able men—which surely do not lose their value by being put upon paper for the benefit of others. Every one regards an opportunity of personal intercourse with men eminent for talent and learning as a great privilege and source of improvement—to study their works is most effectually to cultivate this intercourse. It is generally impossible, from the nature of the case, to have personal intercourse with any persons of eminence except a very few of our own countrymen and contemporaries. By books we get access to the great men of every country and every age.

"It has been rightly judged that—under political, social and religious institutions like ours—it is of paramount importance that the means of general information should be so diffused that the largest possible number of persons should be induced to read and understand questions going down to the very foundations of social order, which are constantly presenting themselves, and which we, as a people, are constantly required to decide, and do decide, either ignorantly or wisely.

"In this way the Trustees would endeavor to make the Public Library of the City, as far as possible, the crowning glory of our system of City Schools; or in other words, they would make it an institution, fitted to continue and increase the

best effects of that system, by opening to all the means of self-culture through books, for which these schools have been specially qualifying them."

It is not, however, alone with children that the library is to render a service to the community. Its privilege and duty is to provide opportunity for all men to associate with the great thinkers of all time.

Temple Scott in the introduction to the "Friendship of Books," said: "We prefer learning wisdom at first hand; with the result that half our lifetime is wasted in finding out for ourselves that which books could have taught us in a few years, had we the temper to sit at the feet of the really wise men. I am not undervaluing the virtue of experience; but I do feel strongly that we miss the real virtue of books. Literature is less than life, but literature is one of the most potent teachers in life."

("The Friendship of Books," page 12.)

A similar thought was expressed by Clayton Sedgwick Cooper in a recent article in the *Century Magazine*:

"Good reading is good training. Good books give mental and spiritual reserve. They fill the reservoirs of the mind and heart with the kind of knowledge that arouses, sustains and steadies a man in a crisis. The best books assure power in the right direction. A student whose mind is filled with the best will have neither time nor inclination for the literature that appeals only to a liking for the commonplace and the sensational." (April, 1912, page 891.)

As long ago as 1857, Theodore Parker in a letter concerning a plan of reading, laid down two rules as follows: "1) To read no poor worthless books. 2) To read thoughtfully the great masters, in their own tongue, if possible; they are not too numerous to know. I mean the great poets, historians, philosophers and men of literature. You will want to know the history likewise of human thought and human action."

It is the privilege of the Library to strive to induce men to read these great books.

Two testimonials from the Library of Congress are so forceful and vital that they are fittingly quoted here. Mr. William Warner Bishop in a recent article in the *Sewanee Review*, said:

"No one is really trained in the use of books who has not made himself master of a few books. His facility in the use of many books should and must leave him the leisure which is needful to absorb certain works, to read himself into them, to make them part of his very being. What these books should be is not a matter for dogmatism. One man will feed his soul on Shakespeare, and another on Newton's Principia. But certain works should become a part of the very nature of every man of our race, whatever his profession, who dares call himself educated. The English Bible is still the greatest work in the English tongue. The youth who reaches maturity without a thorough knowledge of its wonderful prose and poetry, and its message of personal religion and of duty toward God and man, has missed the greatest intellectual and moral training the language affords. I care not how he interprets it. Let him *know* the Bible from cover to cover, and consider his own relation to it what he will.

"There are other English books, too, which no man can afford not to know, and know intimately. Shakespeare and Milton among the poets; Bacon and Addison and Emerson among essayists; Green, Macaulay and Parkman among the historians, are but a few of the names which suggest themselves at once. And who dares affirm himself wholly ignorant of Homer and Vergil, of Dante, and of Goethe and Schiller, of Cervantes and of Montaigne? The man who has not as a boy devoted himself to the reading and re-reading of at least a few of the world's great books is but poorly prepared to cope with the literary deluge of our day or with the plausible sophistries of the time. He has necessarily a low standard of literary judgment. He has sold his birthright of noble books for a mess of pottage whose chief ingredients are Sunday newspapers and illustrated weeklies.

"With this caution, this admonition to think on the high things of the world of letters, I reach my conclusion. He that is faithful to the mastering of a few great books will use easily the tools provided for handling the lesser books. Secure in the posses-

sion of some works which the ages have tested, he will welcome the good in the mass of new books, will make the indifferent, or even the bad, serve his need without lowering himself to its level, will show his training in the use of books not alone in the ease with which he masters bookish problems or acquires information, but much more in the character of his thinking and in the standard of his judgment." (July, 1912, pages 280-281.)

Finally the subject is well summed up in the admirable address delivered by Dr. Herbert Putnam at the Ottawa Conference of the American Library Association:

"But the library is to furnish not merely education but enlightenment, and even culture, to the community at large—without respect to age, and without subordination to control. It cannot impose, it does not control. It may recommend, but it cannot direct. It must still respond to a need voluntarily expressed; but its duty is held to go further: it must remind that the need exists—it must even inspire the need, that is to say, the consciousness of it.

"That service which reminds the public that livelihood is not the main purpose of life, nor the present, the local and the particular, the only era, the only place, the only thing worthy of consideration and regard. The books which achieve this may have their greatest value in offsetting the tendencies of mere industry.

"Particularly is this duty upon them since the opportunity—in its relation to the community at large—is uniquely theirs: for no other agency—not when the museum, or the art gallery, or the theatre, the opera house, or the concert hall—potent as may be the influence of these—matches the book in power and availability in this service of quickening the sensibilities, refining the taste, enlarging the understanding, diversifying the experience, warming the heart and clarifying the soul."

(Bulletin of the American Library Association, July, 1912, pages 60, 63, 64.)

We have tried to spread among the different parts of the community knowledge of the opportunities contained in the Library, and would be able to do more in this way, had we larger income.

It is pleasant to receive such testimony as the following, which came from a prosperous business man: "Such educational advantages as I have had, almost all of them I might say, are due to my use of the Enoch Pratt Free Library." With his letter he sent a copy of *Printer's Ink* for April 18, containing an article by J. George Frederick, entitled "How a Library Might be Advertised," from which we may take the following sentences:

"Americans seem to be losing the sense of book values, and all for the reason that they don't make daily practical use of books in their lives. This is the sort of work that the advertising of a public library could do with fine effect."

"At any rate, the library should live up to its full opportunity as a broad, active, free university of learning for all."

"There are probably more successful people who have got the bulk of their training from library books than who have gotten it from university courses. But they have always had to go after it more than half way, even after discovering its possibilities."

From time to time we try new methods of advertising and are only limited in our efforts in this line as in others, by the narrowness of our income.

We endeavor to remember that the Library is the municipal agency for mental recreation, and strive to provide the people with the best works of fiction, bearing in mind the ideal which Abercrombie said was true of Thomas Hardy: "that he used fiction for something more than a wholesome and laudable amusement," designing it to be "a notable increase of power in man's endeavor consciously delighted life."

The Roman Catholic Church is the largest body of Christians in Baltimore, and its appreciation of the service which the Library can render is seen from a circular issued last May by the Roger B. Taney Council of the Catholic Benevolent Legion:

"We are living in a reading age. One or more newspapers per day are read by nearly all, and many add an extra large supply for Sunday. New books are issued by the hundred daily, and of late years great sums are being spent for the maintenance

of Public Libraries, which are mostly supported by general taxation.

"It is the opinion of many that Catholics, and especially our younger people, should have some guide to the proper selection of their reading—not a narrow list confined to what is known as 'a few best books,' but such a list as will leave room for the almost infinite variety of taste and aim in reading, and yet eliminate all that would be harmful to religion and morals. It is such a guide we have aimed to prepare. It comprises over 5,000 volumes, mostly by Catholic authors, and covers the entire range of the Pratt Library from fiction to theology. The cards for this list were prepared by Miss Catherine E. Codd, and graciously turned over to us for use and publication. The entire list is being carefully checked under the supervision of Rt. Rev. Bishop Corrigan.

"The Pratt Library has for years maintained a separate bureau for distributing books through Sunday Schools and other organizations, making only a nominal charge to cover the hauling. We have had a few copies of this list of books typewritten and have been distributing them in several Sunday Schools for the past year or two. We now propose to have the list printed in catalogue form to permit its use in every Parish School or Sunday School in the City, and to enable us to offer it at lowest possible price for general distribution in all Catholic homes. Twelve years ago Rev. Father O'Donovan, S. J., prepared a similar, but smaller list, which is now useless, and more recently different societies in several other cities have had published lists of Catholic Books in Public Libraries, but nowhere else have we heard of the special distribution in the Catholic Sunday Schools."

CIRCULATION—CENTRAL LIBRARY.

The books on selected subjects, placed on the uppermost shelf in the delivery room showcase, show the following results: In January we circulated 540 books in Biography, as against 414 in 1911; in February we circulated 284 in Voyages and Travel, as against 113 in 1911; in March we circulated 644 books in Poetry

and the Drama, as against 409 in 1911; in April we circulated 450 books in Natural Science, as against 283 in 1911; in May we circulated 477 books in Religion, as against 278 in 1911; in June we circulated 119 books in Law, as against 73 in 1911; in July we circulated 213 books in Philosophy, as against 126 in 1911; in August we circulated 455 books in Essays, Miscellaneous Works, etc., as against 355 in 1911; in September we circulated 332 books in Applied Science and Useful Arts, as against 270 in 1911; in October we circulated 234 books in Natural History, as against 150 in 1911; in November we circulated 350 books in History-Asiatic, African, etc., as against 219 in 1911; in December we circulated 502 books in Fine Arts, as against 457 in 1911.

During the year the home circulation from the Central Library amounted to 200,583 volumes, of which number 140,706 or 70 per cent. were works of fiction. In addition there were sent to schools and institutions 22,941 volumes, of which number 17,180 or 74 per cent. were works of fiction. The Library was open for the circulation of books 306 days. At the Central Library, February 24, was the day of largest circulation, when 1,716 volumes were given out. The smallest circulation occurred on September 12, when 370 volumes were used. The average daily circulation was 1,016. These figures do not include reference use on Sundays.

The average circulation of each book in the Central Library was 1.74. Considerable use is made of the privilege of renewal, which is granted for books not English fiction, that have been in the Library for more than a year and are not especially withdrawn from renewal.

During the year 719 notices reserving books have been sent out. This reservation is made for a period of twenty-four hours, of all books except fiction, upon the borrower depositing two cents with the Library. A notice is then sent him, when the book is returned to the Library, and the book is kept subject to his order for twenty-four hours.

Increasing difficulty was found during the year in obtaining boys of suitable age and size for our work. The Child Labor Law and the better wages paid in other places made it impossible

to secure boys with the same ease as formerly. It was, therefore, decided in the latter part of the year, that we would diminish the number of boys and employ two young men instead of three boys. This change has been quite an improvement.

The removal of books to the additional shelves, which is elsewhere referred to, took a great deal of time and the stock-taking has also occupied much of the attention of the Department. Although this additional shelving has been indispensably necessary, it has had a certain disadvantage in that it gives the clerks a greater area to cover and consequently may cause borrowers to be kept waiting longer than formerly. It should be remembered that some of the books are a half block away from others, and that they are in three stories of the building, one of which stories is not reached by the book elevator.

The training of apprentices for positions in the Library is largely done in this Department and has been a matter requiring considerable thought.

The World in Baltimore brought the attention of our citizens to a large class of books of which many were ignorant. Twenty lists were prepared for this occasion and were extensively used at the Central Library and at the Branches, while the clerks were also able to bring to the attention of inquirers many books on these subjects which were not on these lists. Much time and care were given to hunting up details relating to the people, customs, manner, dress, religions, etc., of the various countries.

A typewriter was placed in the Department early in the year and was found very useful.

The procuring of eligible substitutes for the vacation each year becomes a more difficult problem, through the growth and the number of Branches. This year an unusual number of complications arose on account of resignations and prolonged illnesses, but we were able to provide suitable substitutes from the list of apprentices. A detail of Delivery Clerks to the Reference Department for the less advanced work there has been instituted, and is quite an educational feature for them. The experience gained tends to greater efficiency in the Delivery Department.

A special card catalogue for juvenile books would be desirable had we a suitable place to put it. A children's room has been long talked of for the Central Library, and while we should all like to see a well-equipped room of this sort, it is not as important now as it would have been in former years. The neighborhood has changed materially in the last decade. We are fast getting into the heart of the business district. The Branches have greater opportunity for this sort of work and every effort should be made to give them books suitable for children.

OUTSIDE DELIVERY.

The registration of certain new places of distribution is elsewhere referred to. The work of the Department has been especially effective of late through the greater regularity with which books are received at the Branches from the Central Library, and the increased use of boxes of books by stores and factories. One of our most regular patrons of this kind recently wrote: "We have just received copy of your Annual Report, and note with interest the increasing influence of your good work. We believe that it is opportune that we should add our thanks and appreciation for the many courtesies which the Library has extended to us through the loaning of several boxes of books each week, thereby assuring our many helpers the opportunity of spending such portion of their luncheon time as they desire in pleasant and at the same time profitable recreation." Hochschild, Kohn & Co. had taken boxes of books for use by its employees during several years past; Gilpin, Langdon & Co. followed some time ago, and there has been a noteworthy increase in the number of books sent to establishments of this sort in the last quarter of the year, by the registration of The Hub Department Store whose social worker became acquainted with what we were doing in this line, and of L. Greif Bros., clothing manufacturers, who also draw for use by their employees in their rest and recreation rooms. The E. J. Codd Co., manufacturing boilers, have also registered so that they may draw technological

books for the education of their employees along the line of their industry.

The Eastern High School for Girls has shown a continued vigorous interest in our books, and two or three cases have gone to it fortnightly. Books have been regularly sent to the Baltimore and University Clubs and 121 books have been sent to 16 blind persons in the State of Maryland through our arrangement with the Library Commission. More books have been sent to Branches, and there has been a considerable increase in the reference work done for the Branches. During the summer the Playgrounds made good use of our books, and our association with them was more satisfactory than in any previous year. Several Sunday Schools are utilizing boxes of our books, and two of them continued this use throughout the summer months.

BRANCHES IN GENERAL.

During the year a new Branch has been opened and a site has been offered for another one, so that before long there will be eighteen places for the distribution of books.

We have been fortunate in being able to place a typewriter and a telephone in all the Branches this year.

The courses of lectures at the new Branches have been successful and we can much develop this part of our work, when we shall have larger funds, so that we may be able to expend some money on these courses.

The cold weather of the winter of 1911-12 made it necessary to purchase additional supplies of coal for some of the Branches.

The Ordinance of Estimates contained an especial appropriation which enabled us to advance the minimum salary of our Branch Assistants from fifteen to twenty-five dollars. This was of great advantage to us, as it has enabled us to obtain a better class of applicants for library places, and makes the remuneration of the assistants somewhat more adequate, although less than should be paid.

The most important forward step, however, taken in connection with our Branches this year, was the appointment of an Inspector

of Branches, whose duty it is to go from Branch to Branch, informing herself as to the conditions in the various Libraries, unifying the methods, and seeing that the work is carried on under the most satisfactory conditions possible. She meets with all of the Custodians at the time of their weekly visit to the Central Library, and she has frequent conferences with the Librarian, so that he is able to keep himself in touch with whatever goes on at the Branches, much better than ever before.

The stock-taking was carried on by the Inspector, and her advice is extremely valuable in the selection of books for the Branches. We were fortunate to have among our Custodians a woman who satisfactorily took this important position, and I feel sure that, under her efficient supervision, we shall obtain much better results in the Branch work than ever before. Her acquaintance with the assistants and substitutes at the Branches makes her advice very valuable with reference to the capacity of the various persons, when promotions are to be made. She also is able to impress upon them the value of systematic reading and to suggest the adoption of methods at one Branch which she has found to have been successful in another locality. She has devoted considerable time to the endeavor to have the schools cooperate with the Branch Libraries. From time to time, she visits the Reading Clubs of boys and girls at the different Branches and compares the methods used. Through her earnest desire to promote new ideas and to make suggestions to the different Branches and to work together with the Custodians, very decided advance has already been made in the effectiveness of our Branch Library service.

An additional card cabinet was placed in each of the older Branches whose books are being recatalogued, and I trust it will only be a few months before this catalogue is completed, by including all the books.

BRANCH NO. 1—FREMONT AVENUE, NEAR LAFAYETTE SQUARE.

In the Reading Room 11,695 magazines and 6,273 books were used. The home circulation amounted to 33,313, of which number 26,126, or 78 per cent., were works of fiction.

The total circulation amounted to 39,586, and the average circulation of each book was 2.29. The Branch, in addition, circulated 972 books through delivery from the Central Library. The highest circulation, 234 volumes, occurred April 13; and the lowest, 46 volumes, occurred September 12. The average circulation was 129.

The cry at this Branch is for open shelves. The people are constantly asking for them. Some few people are permitted to come into the stacks, especially those who have been coming to the Library for years; but it is not always convenient to allow this when the force is busy. We also need a special part of the building to be set apart for the use of children, who sometimes are not quiet and annoy students.

The addition of a typewriter to the equipment of this Branch made it possible to post on the bulletin boards lists received from the different schools with reference to holidays, and upon the history, geography, etc., of different countries.

BRANCH NO. 2—HOLLINS STREET, NEAR UNION SQUARE.

In the Reading Room 9,608 magazines and 6,192 books were used. The home circulation amounted to 38,107 volumes, of which number 33,483, or 88 per cent., were works of fiction.

The total circulation amounted to 44,299, and the average circulation of each book was 2.70. The Branch, in addition, circulated 1,802 books through delivery from the Central Library. The highest circulation, 260 volumes, occurred March 9; and the lowest, 53 volumes, occurred January 8. The average circulation was 144 volumes.

We have found several causes for the failure of the circulation to increase. The first is the magazine habit, which seems to be a sort of mental dyspepsia which is afflicting people. Hap-

pening to meet, lately, one of our former patrons, who used to get a number of books from us, I inquired why we did not see her as we used to. She said, "I subscribe to magazines now, and I don't have time to read books," and, upon further investigation, I found that such is the case with several former borrowers. The second cause is the book clubs. Seeing not long since, one of the ladies who had not been to the Library for some time, I asked whether she had been sick. "No," she said, "I belong to a book club and each month we buy one of the latest books published and, at the end of the year, to each of us is given a book." This brings up a phase of public taste that I have noticed for some time, the change in the standard of the newness of books. Not so many years ago, a book that was a year old, was considered fairly new, but now the public demand a book fresh from the author's pen, and with the printer's ink scarcely dry upon it.

A third cause is found in the class of people who patronize the Library. Formerly, we had few foreigners, now we have a number of them, especially children, one of their most noticeable characteristics being their tendency to call those who wait on them, "Teacher." Some of their requests are quite amusing; one small boy came into the Library, and said, he wanted the "Raving Knights," after questioning him, we found that it was the Arabian Nights, he wanted; another boy, after returning his book, said, "Teacher, I want a skinny book," which meant that he wanted a book that was not very thick.

A small boy came in, and said, "My big sister, twenty years old, wants a real love tale, that ain't got no war in it."

A most pleasing feature is the improved behavior of the children, who frequent the Reading Room. Formerly, the officer on this route came in every evening to see whether we needed him, but for the past nine months he has not been in at all, and we only have had to speak about the behavior a few times.

BRANCH NO. 3—LIGHT STREET, NEAR RIVERSIDE PARK.

In the Reading Room 14,099 magazines and 2,457 books were used. The home circulation amounted to 33,880 volumes, of which 27,778, or 82 per cent., were works of fiction.

The total circulation amounted to 36,337, and the average circulation of each book was 2.73. The Branch circulated 1,068 books through delivery from the Central Library. The highest circulation, 227, occurred December 7; and the lowest, 59, occurred August 22 and December 24. The average circulation was 118 volumes.

At the commencement of the year the Custodian felt somewhat discouraged at her efforts to increase the circulation, but perseverance met its due reward, and, during the latter part of the year, the circulation at this Branch, in a number of weeks, was larger than at any other. A great deal of help was given school children in their reference work and, in the evenings, the Reading Room has been well occupied by grown people, as well as by boys and girls. During the summer traveling salesmen frequently stop in during the daytime to read and rest for a while from their walks in the hot sun.

The Custodian writes, "We are looking forward to the time when the appropriation will be given to remodel the Branch. The building is much in need of frescoing, and I am sure the public will enjoy the privilege of the open stacks."

The Reading Clubs were maintained successfully, except during the summer months.

BRANCH NO. 4—CANTON.

In the Reading Room 8,601 magazines and 3,064 books were used. The home circulation amounted to 27,789 volumes, of which number 21,077, or 76 per cent., were works of fiction.

The total circulation amounted to 30,853, and the average circulation of each book was 2.38. The Branch circulated in addition 885 books through delivery from the Central Library. The highest circulation, 191, occurred February 5, and the

smallest, 30 volumes, occurred September 12. The average circulation was 100.

The work at this Library is very encouraging and the people of Canton are receiving considerable benefit from using it. Particular attention was given by the Custodian to the making of illustrated bulletins for the blackboard, and especial efforts were made to interest the clergymen of the neighboring churches in the books upon missionary subjects, and to come in closer touch with the teachers of the schools of the neighborhood, so as to serve them better.

The lawn around the Branch did extremely well, especially when it is remembered how long the ground was permitted to lie bare without attention.

During the fall and winter months, the Branch is well patronized by foreigners, but in the beginning of spring they hand in their cards, saying they are too busy to read. Whole families move out into the country around Baltimore to work upon the farms.

A reading club for girls has been successfully carried on at this Branch.

**BRANCH NO. 5—NORTH BROADWAY, NEAR JOHNS HOPKINS
HOSPITAL.**

In the Reading Room 11,538 magazines and 5,671 books were used. The home circulation amounted to 34,392, of which number 28,095 volumes, or 82 per cent., were works of fiction.

The total circulation amounted to 40,063, and the average circulation of each book was 2.53. The Branch, in addition, circulated 777 books through delivery from the Central Library. The highest circulation, 244 volumes, occurred May 13; the lowest, 44 volumes, occurred September 12. The average circulation was 130 volumes.

We frequently find boys and girls after receiving cards for themselves, bring their friends to get applications that they may have the same pleasure.

The interior of the building is much in need of painting. It is to be hoped that it may soon be remodeled and made an open shelf Branch.

Occasionally, we receive such testimonials as one from a school teacher who said she had found in our Branch some of the best books on art that she had seen anywhere. It is a difficult problem to get the young people of this neighborhood to read anything but fairy tales or boarding school stories. If anything else is suggested they may take it at that time; but, when the next book is wanted, the old request is generally made.

It is pleasant to find among our patrons some of the students of the Johns Hopkins Medical School.

A club for young girls was conducted at this Branch, which took as its special subject the study of biography.

BRANCH NO. 6—PEABODY HEIGHTS.

In the Reading Room 10,091 magazines and 3,143 books were used. The home circulation amounted to 23,883, of which number 19,600, or 82 per cent., were works of fiction.

The total circulation amounted to 27,026, and the average circulation of each book was 2.07. The Branch, in addition, circulated 2,927 books through delivery from the Central Library. The highest circulation, 172, occurred March 9; and the lowest, 27, occurred September 12. The average circulation was 88 volumes.

The reference work at this Library is very heavy. At one time as many as sixty books were sent for the use of one class of Goucher College students. A small catalogue, published by Hammacher, Schlemmer & Co., of titles of Practical Books for Practical Boys was found of great help at this Library. One boy told the Custodian that, with the knowledge he had obtained from these books, he had fitted up a workshop.

The cry for remodeling the Branch, so as to give safeguarded access to the shelves, was a particularly loud one, and the Trustees determined to make the necessary alterations during the summer months.

On the first of July the work began and by the first of August the building was ready for our use; the brick partition separating the stack room from the delivery room was torn down and the glass and wood partition dividing the reading and delivery rooms was removed and used to form a small office in one corner of the reading room, the old office being now used for a work and lunch room. During the repairs the Branch was not closed for a single day.

By removing the partitions, three rooms were thrown into one large one; shelves were built around the entire room and the books arranged on them in ribbon fashion; tables are placed in this room, one side of which is used as a children's room; the walls, ceiling and wood work received a badly needed coat of paint, which has brightened the place wonderfully; our front doors, which have always remained closed, now stand open and passersby, who are attracted by the light and cheerful-looking building, come in to look around. One lady, who had lived in the neighborhood for years, was surprised to learn that the Library had been here since 1896. She said she had never noticed it before.

Two new tables have been added to our Reading Room. They are of oak to match the desk, and have been placed in the rear of the room in the stacks, one on each side. I might add that they are the most popular tables in the room, and that every day we have not less than one clearing-out, and often more, of books from them. Glass panels have been put in the front doors and they have been appreciated more than one can imagine. The light on the desk is much better. Formerly, on a cloudy day, it was impossible to see after three o'clock in the afternoon without lighting the gas. From across the street and on our own pavement, too, the Library looks most attractive and inviting. The light streams out into the vestibule and down the steps, where otherwise it would be quite dark.

One patron the other night came in and said she had done so, because of what she had seen from the other side of the street. She had not been in for a year or more, and the room looked so charming and homelike, she could not resist the pleasure of

coming over. This was very gratifying to us, and I cannot help the feeling that the flowers we always try to have on the desk added a bit to her favorable impression of Branch 6. If you will pardon me for adding another quotation from one of our patrons, I will close with the words she uttered when she first saw the great change that had been made: "Oh, isn't it beautiful in here; I feel as though I were in fairyland."

Electric lights are desired as there are several corners in which books are placed which our present system of lighting cannot reach.

Patrons are very much pleased with the new order of things, but they do not as yet appreciate the fact that, if a book is returned to the place from which it was taken, it is much easier found when wanted; the children are more particular, and the work of straightening books each morning is less among the children's books than the others. The children also learn the use of the card catalogue more quickly than adults.

While our circulation of books was considerable in the autumn, yet we really expected a much larger increase. One reason of our disappointment is, that a great many people who come in, some spending most of the day, others not so long, are reading one book after another, for which we have no record. We try to persuade these people to take out cards, but they do not care to do so. One morning last week, a man went back in the stacks, took down a book and started to read. I was busy with my work at the desk and did not particularly notice him, but was surprised fully an hour and a half later to see him still standing in the same place, reading, presumably, the same book. He was leaning against the stack unconsciously resting, but still held by the spell of the book he had just happened to pick up.

It is amusing to see the real book-lovers among the children, when they come to get their books. They just glory in the privilege of selecting their own books. One little boy I have in mind seems to be anxious to read several books every time he comes in, before he decides on one to take home. He will go to the shelf, take down a book, and, before he knows it, is curled up on the floor, his surroundings completely forgotten. The other children

stumble over him and we call him to get up, but it is often necessary to shake him to bring him back from the world into which the book has carried him.

Circulars were printed telling about the improvements at Branch 6 last summer, which we have been distributing. Quite a number have been sent to the churches and schools in the neighborhood, and others left at stores. We have also been slipping one in each book as it goes out, and we think the change must be very generally known by this time.

BRANCH NO. 7—WOODBERRY AND HAMPDEN.

In the Reading Room, 10,254 magazines and 803 books were used. The home circulation amounted to 17,947, of which 14,866, or 83 per cent., were works of fiction.

The total circulation amounted to 18,752, and the average circulation of each book was 2.17. The Branch in addition circulated 703 books through delivery from the Central Library. The highest circulation, 124, occurred March 9; and the smallest, 12, occurred September 12. The average circulation was 61.

During the summer months a substantial concrete wall, surmounted by an iron fence, was placed in the rear of the yard, the improvement being necessary on account of the grade in the alley. The yard, with its profusion of flowers, has a park-like appearance and is much admired.

We have always felt that prosperity in the mills at Woodberry and Hampden would be coincident with comparatively small use of the Branch. It has been pleasant, however, to see that there was an increased use of the Library last year, during a prosperous period of the mills. Considerable use was made of two pamphlets issued by the Globe Wernicke Co., one entitled "The World's Best Books," the other "The Blue Book of Fiction." The shelf number of books in this Branch were placed opposite the author entry and copies of the pamphlet were sent to some patrons who are unable to call for their books. In this, as in the other older Branches, to distinguish the re-classified books from the others,

a horizontal line has been placed below the call letter and number, on the back of books which have been re-classified. The Boys' Club at this Branch has been very successful and proves the need of an assembly hall. Before Easter the roll increased to thirty members, and the average attendance was twenty. At one meeting there were thirty-three boys present, and it was quite a problem what to do with them. When warm weather came, the attendance fell off and the meetings were discontinued, but in the autumn the Club was successfully resumed. The little girls' Reading Club was maintained as usual.

The association with the schools has been made closer during the year. One of the teachers said she had frequently noticed that the books drawn from the Branch by the boys of her class were of an instructive nature, and she thanked us for our influence in assisting them in their selections. Graded lists have been typewritten, which have been sent to the five neighboring schools.

Special lists on cotton, machinery, etc., have been sent to the mills with encouraging results. Other lists were made in connection with the World in Baltimore. The typewriter and the bulletin board have been most useful in enabling us to reach the public through these lists.

BRANCH NO. 8—WALBROOK.

In the Reading Room, 4,232 magazines and 402 books were used. The home circulation amounted to 19,018, of which number 15,888, or 84 per cent., were works of fiction.

The total circulation amounted to 19,420, and the average circulation of each book was 4.11. The Branch, in addition, circulated 1,725 books through delivery from the Central Library. The highest circulation, 126, occurred March 9; and the smallest, 14, occurred January 12. The average circulation was 63 volumes.

The use of this Branch is quite noteworthy when we bear in mind that the neighborhood is a suburban one and that it was feared that Branch No. 14 might diminish somewhat the number of people using the Walbrook Branch. Instead of a diminution

there has been a steady increase, and although this Branch has the smallest equipment, it has the largest circulation of any of the suburban ones. The circulation has made satisfactory increase and the new books which were sent there have been greatly appreciated. The guests at Mt. Holly Inn and boarding houses in the neighborhood used the Library considerably in summer. An analytical index of collections of biography and poetry has been made, and proved of great service.

The desk which was placed in the Library in the latter part of 1911 proved itself very satisfactory and, when we remodeled Branch No. 6, we duplicated it for that Branch.

It is pleasing to see how many people rely on our judgment for the selection of books. Adults frequently send children to have books selected for them, saying, "give us another nice book just like the last." A corner of the desk has been reserved for books on different subjects, for example, in the spring, botany and ornithology. These books are used more than they would have been if left in their proper places on the shelves.

An especial attempt was made to select books which give a wholesome view of life for our younger patrons, and typewritten lists for boys and girls were prepared. There is an insistent call for new books here, and the increase in the patronage of the Library is such, that at times it is difficult for readers to find seats.

BRANCH NO. 9—LOCUST POINT.

The home circulation amounted to 11,748, of which 9,532, or 81 per cent., were works of fiction.

In addition 1,543 volumes were circulated through delivery from the Central Library. The average circulation of each book was 2.90. The highest circulation, 87 volumes, occurred January 2; and the lowest, 17, occurred September 12 and August 15. The average circulation was 38 volumes.

In January, Mr. Isaac Coale, Jr., gave a reading from his own book "Sambo," and on February 12, Mr. Harrison A. Trexler gave a lecture on the "Holy Land."

Reading clubs for boys and girls were started in the early part of the year.

A few German books were sent to the Branch and were gratefully received.

Special requests have been made for an increase in the number of German books and of those for boys and girls.

The long continued strike at Locust Point in the spring was quite detrimental to the circulation of the Library. Scores of men stood around in the streets but did not care to use the Reading Room, and the excitement throughout the neighborhood was such that people's minds were diverted from reading.

A number of graded lists for schools were prepared, in the hope to interest more children in the Library.

STATION NO. 10—OLD TOWN.

In the Reading Room, 19,550 magazines and 1,021 books were used. The home circulation amounted to 14,915, of which number 12,538, or 84 per cent., were works of fiction.

The total circulation amounted to 15,936 volumes, in addition to which 5,291 books were circulated through delivery from the Central Library. The highest circulation, 93 volumes, occurred February 2, and the lowest, 19, occurred September 12. The average circulation was 52 volumes.

At Station No. 10 the room has been improved during the year by painting the walls and ceiling and by removing the rail in front of the shelves, except at the corner of the room used as the Custodian's office. All the books in this Station have been re-classified and fully catalogued. A few new shelves have been installed, on which the books for children are placed. As in all of our open shelf Branches, the books are arranged in ribbon fashion.

Most of the readers are children, though a few adults come to read periodicals. Some of the children are too small to go to school and do not know how to read, but they enjoy looking at the pictures. We select the majority of books for their reading, and this service is greatly appreciated. Sometimes it is difficult

to select for constant readers from the limited stock of the Station.

Considerable reference work has been done with the children in the schools. Many of the patrons are orthodox Jews, and consequently there is a diminution in circulation at such times as the Feast of the Passover.

There has been a great improvement in the conduct of the children within the room, and the police have been helpful in preserving order outside of the Station.

STATION NO. 11—1208 EAST BALTIMORE STREET, NEAR
AISQUITH STREET.

In the Reading Room, 12,024 magazines and 2,402 books were used. The home circulation amounted to 28,857 volumes, of which number 25,854, or 90 per cent., were works of fiction.

The total circulation amounted to 31,259 volumes, in addition to which 6,437 books were circulated through delivery from the Central Library. The highest circulation, 194 volumes, occurred on December 30, and the lowest, 39, occurred September 12. The average circulation was 102 volumes.

The efficiency of this Station is quite notable. With a small collection of books and comparatively narrow quarters, a much larger number of books are circulated here than at some of our Branch Libraries. Next to the enlargement of the Central Library Building, there is no more pressing library need in Baltimore than the establishment of a fully equipped library in the neighborhood now occupied by this Station. We were fortunate enough to find better quarters for our work early in the year, and we moved from 1119 to 1208 East Baltimore street. The new rooms are much pleasanter than the old, and greatly facilitate the work of the Station. Window boxes filled with flowers made the exterior of the room attractive. In the old quarters, the Library was one of a number of tenants in the building. In the new quarters, there were no other tenants, which fact gave greater individuality, while the arrangement of the books, so placed in the front room that they are easily seen by pedestrians,

has attracted a great deal of attention and has resulted in bringing in new patrons, many of whom never knew of the existence of a library in the neighborhood. There has been a considerable demand for additional Yiddish books, and we hope to add to the collection early in the new year.

We note with much satisfaction that a number of adults have registered. Our greatest difficulty is lack of space and limited supply of books. There is a heavy demand, which causes considerable draft upon the Central Library stock, for technical and scientific books and for fairy tales.

The ribbon system of arrangement of the books was inaugurated in the new quarters, and has not only proven of value from an educational standpoint, but also has caused a number of books to circulate, which had been previously overlooked.

The books were re-catalogued during the year and a card catalogue was provided.

There has been a great interest among foreign born persons learning the English language, which fact gives us the opportunity to aid them in becoming good citizens. The patronage of children of American parentage, especially those who are scholars in the higher schools has shown a marked increase. A great deal of reference work has been done, and the mixed character of the patrons makes an extraordinary demand in the guidance of their reading. The reading of the children improved very much and a sympathetic understanding of them has been maintained in many cases. The reading of fairy tales has been discouraged among the older children. It is surprising that many large boys and girls ask for such books. While it is a good class of reading for small children, in stimulating the imagination, there comes a time when books of this class should give place to good wholesome stories for boys and girls. For some reason, the children have a great aversion to "a book that talks about itself," meaning a book written in the first person. The appreciation of our patrons encourages us to put forth our best efforts, and we look forward to the new year with anticipation and hope.

BRANCH NO. 12—STERRETT (BARRE) STREET, MOUNT CLARE.

The home circulation amounted to 21,325 volumes, of which number 18,221, or 85 per cent., were works of fiction.

In addition 1,161 books were circulated through delivery from Central Library. The average circulation of each book was 4.20. The highest circulation, 122 volumes, occurred March 11; and the lowest, 29, occurred on October 31. The average circulation was 69 volumes.

The following lectures were given at this Branch during the year:

"Russia, the Land of the Czar," Rev. DeWitt M. Benham, February 13.

"From Niagara to the Sea," Rev. Kenneth G. Murray, December 3.

The addition of a few German books at this Branch was much appreciated. The reading clubs for children have been as satisfactory as ever. The windows between the delivery desk and the reading rooms were taken out, and as a result the circulation of air was improved and the building was made more comfortable in temperature during the summer.

There is a great cry here for new fiction. As we get an invoice of books from the Central we post a duplicate copy on the bulletin board, and it is interesting to see how eagerly our readers scan the list, but really discouraging to see the expression of disappointment, when they find the books are not new fiction. When we receive a new book from the Central you might think the Library force had received a small fortune, we are so glad to have something new for our old readers. We try in every way to make the old books attractive, but at times we cannot persuade the people that the old writers are as good as the present day ones. We are using a bargain shelf, mixing the old and new books, and in that way we get our readers to read what otherwise they never would. Often when they return such books, they say, "I did not have any idea the old books were so good." The children still want boarding school, Indian and animal stories. Our Fairy Tales are as popular as ever. I wish we could supply the

demands just for one day so as to be able to know how many we could circulate. This Fall we moved all the children's books into the one small south room, leaving the two large rooms for all other books. The change makes the Library far more attractive and helps us keep the children nearer the desk.

This Library completed its third year in the spring and as a result there was a considerable re-registration of our borrowers. There has been a considerable change in the population living in the vicinity of the Library. So many of the old families of the neighborhood are moving away and Lithuanians moving in. We are trying now to get the Lithuanians' interest, by having books in their language sent from the Central Library every two weeks. We still have a number of German readers and new ones are coming. Our small supply of German books does not last long, and when they are all read we send to the Central Library for selections.

BRANCH NO. 13—LINWOOD AVENUE, NEAR PATTERSON PARK.

The home circulation amounted to 27,410 volumes, of which number 22,216, or 81 per cent., were works of fiction. In addition, 1,675 books were circulated through delivery from the Central Library. The average circulation of each book was 5.83. The highest circulation, 175 volumes, occurred February 23; and the lowest, 31, occurred October 31. The average circulation was 89 volumes.

A small collection of German books was greatly appreciated. The reading clubs continued their meetings successfully. One of the school teachers told us she had noticed a marked improvement in the language which the children used, who were members of these clubs. The School Board was granted the use of the lecture room as a class room for another year, which necessitates our further postponing any lectures at this Branch. The new Eastern Neighborhood Improvement Association met regularly as our guests, on the first and third Friday of each month.

Miss Florence R. Bankard gave a steel engraving, "The Marriage of Pocahontas," which was hung in the reading room. At

this and at other Libraries, there is a fine opportunity for our friends to show their interest in the Library by similar gifts of good engravings for the walls.

It has been our aim to help the public as much as possible, and thus gain their confidence and good will. Children tell us, "I want to injoin the Library," and after we have helped them to do so, we try to have them enjoy the use of the books. The reference work is quite important at this Branch.

Linwood Square, the plot of ground to the west of the Library, has been improved with grass, cement walks and street lights, while two lamps have been placed in front of the Library.

During the summer, the Custodian was granted leave of absence, that she might travel in Europe.

The books were divided in the fall, and those most suited to young people placed in the children's side of the room. Our aim is to so interest the boys and girls that they will read books which will help them in their general education, as well as to instill in them the desire for the best in fiction. I have been very gratified to have the boys ask repeatedly for the same books which were read to them in the club, two years ago, showing they really did enjoy and also gain something from them. It may also be interesting to know that the children in the immediate neighborhood play an original game which they call "Library." They copy after us as nearly as they can.

BRANCH NO. 14—FOREST PARK.

The home circulation amounted to 12,409, of which number 10,373, or 84 per cent., were works of fiction. In addition, 851 books were circulated through delivery from the Central Library. The average circulation of each book was 2.64. The highest circulation, 80 volumes, occurred on February 23 and the lowest, 5, occurred on September 24. The average circulation was 40 volumes.

The following lectures were given at this Branch during the year:

"Italy," Bernard C. Steiner. January 9.

"Roman Buildings in Southern France," by Wilfred P. Mustard. March 14.

It is pleasant to see that the "Brick Builder" considered this building of such importance as to publish its plans in the number of the magazine for February, 1912.

The circulation at this Branch is very disappointing. The people of the neighborhood do not use the books as much as they ought, although those who do are appreciative in their expression of thankfulness for the services rendered them by the Library.

The boys' and girls' literary clubs have been carried on successfully. At the beginning of the year they gave a little Christmas play.

The grass sown in 1911 did not fill all the bare places, but the lawn was improved during the year and the hedge came out very nicely, in spite of the extremely cold weather, which killed a number of hedges in the neighborhood.

There is considerable need of more juvenile books here, especially those intended for girls. Typewritten lists of books for children have been prepared and furnished the schools in the neighborhood. There were also special lists posted on such timely subjects as Dickens, in connection with the centenary of his birth.

A new pavement was laid by the City in front of the Library.

The Improvement Association has continued to hold its meetings in the lecture hall.

BRANCH NO. 15—HOMESTEAD.

The home circulation at the Branch amounted to 15,179, of which number 13,114, or 86 per cent., were works of fiction. In addition, 780 books were circulated through delivery from the Central Library. The average circulation of each book was 3.89. The highest circulation, 109 volumes, occurred on February 23; and the lowest, 13, occurred on September 24. The average circulation was 49 volumes.

The following lectures were given at this Branch during the year:

"Forestry," F. W. Besley, January 12.

"Public Baths," Wm. A. Eisenbrandt, February 16.

"Story of the White Plague," H. Wirt Steele, March 15.

"Yellowstone Park," Bernard C. Steiner, April 12.

"Costa Rica," Wm. D. Janney, November 22.

"Travels in Europe," Orrin C. Painter, December 13.

The first year of this Library's work has been completed and it has made itself a permanent place in the life of Homestead. The Improvement Association has used the lecture hall for its monthly meetings and has greatly appreciated the privilege.

Three literary clubs were organized at the Branch, the older girls taking up one of Shakespeare's Plays, and the boys, American History. The interest in this work was shown by the number of children who joined the clubs, and by the number of books drawn from the Library after the meetings. The club for small children was very successful and at one meeting there were fifty-seven present.

The terraces in front of the Library were extremely attractive during the spring and summer. Flower beds and a very satisfactory lawn, considering that it was the first season after grass was sown, made the surroundings of the building very attractive.

Considerable difficulty was found in keeping the basement free from water after rains, and the architect and contractor gave a great deal of attention to remedying the unsatisfactory condition. In the latter part of the year the walls were frescoed.

Graded lists were sent to the schools, and from the teachers we have received testimony that they have noticed a marked improvement in their scholars through the use of the Library books.

**BRANCH NO. 16—FORTY-FIRST STREET NEAR PARK HEIGHTS
AVENUE, PIMLICO.**

The home circulation at the Branch, since its opening on September 28, amounted to 3,545, of which number 3,167, or 89 per cent., were works of fiction. In addition, 243 books were circulated through delivery from the Central Library. The average circulation of each book was .89. The highest circulation, 75,

occurred on November 11; and the lowest, 9, occurred on December 24. The average circulation was 44 volumes.

On Saturday, September 28th, at 3 P. M., Branch No. 16 was formally opened to the public. The exercises took place in the presence of a representative audience, Hon. Charles J. Bonaparte, President of the Board of Trustees, presiding.

After an invocation delivered by Rev. J. Kemp Horn, of the Park Heights M. E. Church, Mr. Bonaparte made the presentation speech turning over the Library to the City. The response to this was made by Hon. J. Harry Preston, Mayor, who accepted the Library on behalf of the City.

Then followed an address by Hon. Henry Stockbridge, Vice-President of the Board of Trustees. In this scholarly and deeply thoughtful address Judge Stockbridge urged his hearers to be real readers of books—not merely skimmers of the latest fiction. He said that in our collection of 3,900 volumes there were books of three classes—those merely to be swallowed, others to be carefully chewed and masticated, and still others which should be slowly digested. His appeal was for readers of the last mentioned class of books.

After this address Mr. Clarence W. Perkins made the address of welcome on behalf of the residents of the neighborhood, in the course of which he related briefly the history of the property on which the Library is built. This ground was donated for the purpose by Messrs. Wm. W. and Henry C. Shirley, in memory of their father and mother, Mr. William and Mrs. Ellen Shirley.

A short address by the Librarian was followed by the Benediction, pronounced by Rev. J. Harvey Boosey, of St. Margaret's P. E. Church, and then the building was thrown open to the public.

On the lower floor with the lecture hall there is a club room, a lunch room for the staff, and the cellar and janitor's quarters.

The main floor is occupied by reading rooms—one for adults, the other being reserved for young people. Around the walls of both rooms the books are arranged ribbon fashion, those in the young people's room being specially chosen from the various

classifications as suitable for children from the youngest years up to the ninth grade or first year high school. The office and work room are also on the main floor opening directly from the charging desk.

Two open fireplaces add much to the attractiveness of the reading rooms, a beautiful feature being the bas-relief over each, taken from the frieze of the Parthenon.

As close institutional neighbors—we have the Painter Memorial Hospital School, the Jefferson School for Boys and a fine new public school, No. 59.

In such surroundings Branch 16 is bound to have a fine field for Library work of all kinds, for what with our own fine collection of miscellaneous books and with the Central Library back of us, we will be able to supply not only the needs of the general reader, but of the student and the professional man and woman as well.

Two clubs for children have been formed—one for boys up to the age of seventeen, the other a club for small girls. As only one meeting of each has been held, we can not say much of the undertaking, but the indications were decidedly in favor of a successful outcome. The boys were especially enthusiastic over their club.

The grounds surrounding the Library, which were in such rough condition at the time of the opening, have been leveled and a lawn planted, which is already showing green in spite of the frost. The improvement to the appearance of the building since this work was finished is very great.

In oblong beds, just around the front entrance, we have planted one hundred and seventy-five tulip bulbs. These were the kind gift of the Home Garden Department of the "Women's Civic League," and were sent to us at the request of the "Park Heights Neighborhood Committtee" of the Women's Civic League, which committee holds its monthly meetings in our lecture room. We are looking forward with pleasure to the patch of bright color which the red and white tulips will make when they come up in the spring.

On each side of the reading room our bulletin boards claim attention. On them we keep posted special lists of important

books, and we further decorate them with colored posters, illustrating as nearly as possible the subjects contained in the lists. We also keep on each board a list of "Interesting Articles in Current Magazines," which list is kept as nearly up to date as possible.

In our first eleven weeks we circulated nearly 200 books from the Central Library. There is a surprisingly large demand for musical scores of the classical type. Our patrons seem delighted to be able to get these valuable and expensive scores by simply waiting for twenty-four hours from time of request.

The beauty of the building, its architecture, the color of the wood work, etc., are constantly being remarked by the public, and the entire community is unanimous in its praise and appreciation of Branch 16.

The following lectures were given at this Branch:

"National Parks," by Lawrence F. Schmeckebier, November 30.

"Italy," Bernard C. Steiner, December 10.

BRANCH NO. 17—NORTH AVENUE NEAR SMALLWOOD STREET,
EASTERWOOD.

In June a neighborhood meeting was held in the Chatsworth Methodist Episcopal Church in the interest of securing a Branch of this Library in the neighborhood of the church, and a petition was unanimously signed for such a Branch. The Rev. Robert E. Ziegler was particularly active in the matter, and he secured the support of Mr. Frederick E. Tobe. Through these two gentlemen Mrs. Martha Frank Lauer became interested in the matter, and in December she offered to provide a site for a Library, in memory of her husband, the late Leon Lauer, immediately adjoining the Chatsworth Church, upon the east. The offer was accepted by the Trustees and it is hoped that the Library will be ready for occupancy early in 1914.

LIBRARY STAFF.

In addition to the Librarian and Assistant Librarian, who are the officers of the Library, there are employed in the various departments 114 persons, of whom 23 are men and boys, and 91 are women. We have had the services of 36 substitutes during the year, within which time there have been 26 resignations and 32 appointments. The staff and employees of the Library are divided into departments. In the Librarian's office are the Librarian's Secretary, two clerks and the messenger. In the Order Department there are three clerks. In the Reference Department are the superintendent and four assistants. In the Cataloguing Department are the head cataloguer and eleven other cataloguers (two of the cataloguers in rotation are detailed for work at the delivery and registration desks), a shelf-list clerk and an additional assistant. In the Bindery Department are a chief clerk and two assistants. The Circulation Department has a general superintendent, under whose direction is the circulation of books and the training of apprentices. In the Delivery Department at the Central Library are an assistant superintendent of delivery, together with eleven women and three boys, in addition to the catalogue clerks detailed from time to time (one of the delivery clerks in rotation is usually employed in the elementary work of cataloguing.) The registration of borrowers occupies the time of a registration clerk in addition to assistance given by the detailed cataloguers. In the delivery of books from the Central Library to Branches and Stations, to schools and other institutions are a superintendent and two assistants. In the Branches and Stations are an Inspector, sixteen women as custodians, and twenty-nine as assistants. There are also employed four janitors in the Central Library and fifteen in the Branches.

RELATIONS WITH OTHER LIBRARIES.

The Maryland Public Library Commission has sent out its Traveling Libraries from our building, and has worked with us in distributing books for the blind as usual.

I acted as Chairman of the Committee on Federal and State Relations of the American Library Association, and as a representative of the Library attended the Annual Conference of the Association in Ottawa, Canada, during June.

CHARGES AND DAMAGES.

As usual, only a small number of books were lost by borrowers during the year. In addition to the books missing at stock-taking, 162 were lost and paid for and 20 lost without payment; 43,333, or one in every 14, were kept out over two weeks, so that their borrowers became liable for charges. For the most part these charges have been duly collected and paid over to the Treasurer.

RECEIPTS AND EXPENDITURES.

The Librarian has paid to the Treasurer the following amounts: From charges and damages, \$2,429.05; from the sale of Finding Lists and Bulletins, \$51.65; miscellaneous receipts, \$434.64. The expenses for the year have been as follows: Books, \$16,667.78; periodicals, \$2,689.05; binding, \$3,308.91; construction and repairs, \$3,778.70; stationery and supplies, \$2,281.13; insurance, \$581.33; furniture and typewriters, \$1,919.74; drayage, \$762.30; rent, \$640.01; coal, \$3,036.80; light, \$2,887.49; printing, \$561.12; miscellaneous expenses, \$2,525.39; salaries, \$47,273.87; grand total, \$88,913.62. A number of large orders for books were not filled until after the close of the year.

With thanks for the uniform courtesy and co-operation of the Board of Trustees, I am,

Very respectfully,

BERNARD C. STEINER,

January, 1913.

Librarian.

TABLE A.

Circulation in 1912 by Classes—Central Library and Branches.

Classification.....	Fiction and Juveniles.	Poetry and the Drama.	Biography.	History.	Travels.	Science and Art.	Miscellaneous Works.	Foreign Languages.	Totals.	Circulation from Central Library through Branches and Stations.	Total Home Circulation.	Reference Circulation.	Totals.
Central Library.....	140706	4297	4092	11785	1082	18111	18200	2310	200588	200588	58711	200588
Percentage.....	70+	02+	02+	06—	01—	09+	09+	01+	77+	23—
Schools, Etc.....	17180	620	539	1781	116	1873	1283	49	22941	22941	22941
Percentage.....	74+	08—	02+	08—	01—	06—	06—
Branch No. 1.....	26126	821	427	1569	203	1057	3042	68	33313	972	34285	6278	34285
Percentage.....	78+	02+	01+	05—	01—	08+	09+	85—	15+
Branch No. 2.....	33483	392	453	1317	164	660	1446	192	38107	1802	39909	6192	39909
Percentage.....	83—	01+	01+	08+	02—	04—	01—	87—	13+
Branch No. 3.....	27778	462	231	1778	166	1018	2166	286	33880	1068	34948	2457	37406
Percentage.....	82—	01+	01—	05+	08—	06+	01—	98+	07—
Branch No. 4.....	21077	572	264	1750	184	963	2431	548	27789	885	28674	3064	31788
Percentage.....	76—	02+	01—	08+	01—	08+	09—	02—	90+	10—
Branch No. 5.....	23095	539	348	1839	211	1027	1759	574	34392	777	35169	5671	40840
Percentage.....	82—	02—	01+	05+	01—	08—	05+	02—	86+	14—
Branch No. 6.....	19600	399	253	1056	150	697	1655	78	23883	2927	26810	3143	29953
Percentage.....	82+	02—	01+	04+	01—	08—	07—	90—	10+
Branch No. 7.....	14966	189	210	887	83	432	1274	8	17949	708	18652	808	19455
Percentage.....	83—	01+	01+	05—	02+	07+	96—	04+
Branch No. 8.....	15888	306	220	694	39	562	1279	80	19018	1725	20743	402	21145
Percentage.....	84—	02—	01+	04—	08—	07—	98+	01+
Branch No. 9.....	9532	239	139	650	35	327	820	6	11748	1543	13291	13291
Percentage.....	81+	02+	01+	06—	08—	07—
Station No. 10.....	12538	348	199	762	47	312	643	66	14915	5291	20206	1021	21227
Percentage.....	84+	02+	01+	05+	02+	04+	95+	05—
Station No. 11.....	25854	499	211	1196	68	306	516	207	28857	6437	35294	2402	37696
Percentage.....	90—	02—	01—	04+	01+	02—	01—	94—	06+
Branch No. 12.....	13221	312	252	1146	59	550	775	10	21325	1161	22496	22496
Percentage.....	85+	01+	01+	05+	08—	04—
Branch No. 13.....	22216	560	856	1514	73	1264	1967	60	27410	1675	29085	29085
Percentage.....	81+	02+	01+	06—	05—	05—
Branch No. 14.....	10873	253	123	595	44	499	511	11	12409	851	13260	13260
Percentage.....	84—	02+	01—	05—	04+	04+
Branch No. 15.....	18114	210	174	721	28	523	397	12	15179	780	15959	15959
Percentage.....	86+	01+	01+	05—	08+	08—
Branch No. 16.....	3167	36	32	111	9	26	92	2	3645	248	3788	3788
Percentage.....	89+	01+	01—	08+	08—	08—
Through Branches & Stat's	19887	760	516	1523	111	2593	2963	477	28840
Percentage.....	69—	03—	02—	05+	09+	10+	02—
Totals.....	479701	11814	9089	83679	2872	82370	42619	4989	616083	616083	90139	706223
Percentage.....	77+	02—	01+	05+	06+	07—	01—	87+	13—

TABLE B.

Circulation of Books in 1912 by Months—Central Library and Branches.

Month	Branch No. 5.	Branch No. 6.	Branch No. 7.	Branch No. 8.	Branch No. 9.	Station No. 10.	Station No. 11.	Branch No. 12.	Branch No. 13.	Branch No. 14.	Branch No. 15.	Branch No. 16.	Through Branches.	Through Schools, Etc.
January	3498	2572	1549	1428	1186	1630	2431	1892	2484	985	1639	41	2572	2233
February	4127	2722	1878	1624	1208	1601	2680	2047	2797	1183	1857	1245	2590	2295
March	4454	2973	1919	1833	1296	1547	2624	2276	2921	1191	1847	989	2614	2511
April..	4342	2984	1475	1553	1045	1227	2419	1875	2583	1108	1520	1239	2422	2381
May..	4029	2311	1454	1491	986	1377	2553	1789	2417	905	1289	980	2489	2030
June..	2860	1843	1419	1625	881	1183	2507	1493	2039	860	1092	1092	2359	1442
July..	2865	1749	1335	1823	868	1344	2663	1896	2145	965	1092	1092	2117	1554
August	3125	2080	1383	1838	835	1401	2513	1635	2165	1106	1131	41	1995	1206
September	2351	1779	1254	1566	744	1042	2241	1356	1776	1040	1002	1245	1988	1184
October	2771	2010	1535	1508	829	1134	2755	1511	1908	1110	969	1245	2652	2081
November	2957	2161	1839	1693	916	1119	2965	1788	2134	1138	881	1239	2577	2404
December	2683	1892	1712	1439	964	1321	3023	1717	2040	808	860	980	2465	1620
Tota	10063	27028	18752	19420	11748	15936	31259	21325	27410	12409	15179	3545	28840	22941

TABLE C.

Number of Volumes and Circulation—Central Library.

CLASSIFICATION.	Volumes added in 1912.	Total Number of Volumes.	Circulation Through Central Library.	Circulation Through Branches and Delivery Stations.	Circulation Through Schools, Etc.	Total Circulation.	Average Circulation of Each Volume.
Prose Fiction.....	1262	25906	114391	12000	10724	137115	5.25
Juveniles.	262	8243	26315	7887	6456	40658	4.93
Poetry and the Drama....	316	8603	4297	760	620	5677	.65
Essays, Miscellaneous Works, Etc.....	379	9370	5843	852	529	7224	.77
Works in Foreign Languages. ..	55	10971	2310	477	49	2336	.25
Ancient Classics and Transla- tions	837	380	64	11	455	.54
Biography.....	375	12640	4092	516	539	5147	.40
History—American.....	445	9026	4560	589	749	5898	.65
History—European.....	432	9965	4791	633	684	6108	.61
History—Asiatic, African, Etc..	230	5365	2484	306	348	3088	.57
Voyages and Travels ...	74	4083	1082	111	116	1309	.32
Natural History.....	186	3812	2201	290	570	3061	.80
Natural Science.....	93	2374	3499	360	170	4029	1.63
Applied Science and Useful Arts	167	3887	3495	700	225	4420	1.13
Military, Naval and Recreative Arts.....	120	1964	2301	423	118	2342	1.44
Fine Arts.....	186	5406	5458	554	169	6181	1.14
Philosophy	79	1637	1658	173	70	1901	1.16
Language and Education.....	100	3025	1915	326	106	2347	.77
Political and Social Science.....	233	5477	3243	603	196	4052	.73
Law	63	1119	820	103	27	955	.85
Medicine.....	51	1477	1157	271	121	1549	1.04
Religion.....	470	11724	4086	630	221	4937	.42
Books for the Blind.....	206	1573	250	202	123	575	.86
Bibliography and Reference Works.....	947	30123

Number of Volumes and Circulation—Branch Libraries.

Classification	Prose Fic- tion and Juveniles.	Poetry and the Drama.	Biography.	History.	Travels.	Science and Art.	Miscella- neous Works.	Foreign Languages.	Reference Books.
BRANCH No. 1.									
Number of volumes.....	6365	688	1357	1855	569	1309	3362	266	572
Circulation	28126	821	427	1569	208	1057	3042	68
Average circulation of each book.....	3.80	1.19	.31	.84	.35	.80	.77	.25
BRANCH No. 2.									
Number of volumes.....	6504	645	1165	1560	489	1204	3708	298	489
Circulation	38483	892	453	1317	164	690	1446	192
Average circulation of each book.....	5.14	.60	.38	.85	.33	.54	.75	.65
BRANCH No. 3.									
Number of volumes.....	5755	496	859	1295	385	1000	2873	257	385
Circulation	27778	462	231	1778	166	1013	2166	286
Average circulation of each book.....	4.82	.98	.26	1.37	.43	1.01	.75	1.11
BRANCH No. 4.									
Number of volumes.....	5562	480	805	1218	374	955	2383	253	407
Circulation	21077	572	264	1750	184	963	2431	548
Average circulation of each book.....	3.78	1.19	.32	1.43	.49	1.00	.84	2.16
BRANCH No. 5.									
Number of volumes.....	6493	621	1145	1541	480	1176	3396	380	419
Circulation	28095	539	848	1839	211	1027	1759	574
Average circulation of each book.....	4.33	.86	.29	1.19	.43	.87	.51	1.51
BRANCH No. 6.									
Number of volumes.....	5306	599	997	1339	417	1082	2340	181	276
Circulation	19800	399	253	1056	150	697	1655	78
Average circulation of each book.....	3.69	.66	.25	.76	.35	.64	.58	.55
BRANCH No. 7.									
Number of volumes.....	4104	314	487	983	235	634	1686	33	213
Circulation	14866	189	210	887	83	432	1274	8
Average circulation of each book.....	3.62	.60	.43	.95	.35	.63	.76	.24
BRANCH No. 8.									
Number of volumes.....	1970	192	369	775	105	327	875	12	98
Circulation	15888	306	220	694	39	562	1279	30
Average circulation of each book.....	8.06	1.59	.59	.89	.37	1.71	1.46	2.50
BRANCH No. 9.									
Number of volumes.....	2033	146	233	679	23	303	523	8	88
Circulation	9532	239	139	650	35	327	820	6
Average circulation of each book.....	4.68	1.63	.58	.95	1.52	1.06	1.56	.75
BRANCH No. 12.									
Number of volumes.....	2452	183	309	877	47	825	768	11	103
Circulation	18221	312	252	1146	59	550	775	10
Average circulation of each book.....	7.43	1.70	.81	1.30	1.25	1.67	1.00	.90
BRANCH No. 13.									
Number of volumes.....	1983	155	379	908	43	331	860	11	83
Circulation	22216	560	356	1514	73	1264	1367	60
Average circulation of each book.....	11.49	3.61	.93	1.67	1.69	3.81	1.53	5.45
BRANCH No. 14.									
Number of volumes.....	2019	169	363	914	56	351	724	11	48
Circulation	10873	253	123	595	44	499	511	11
Average circulation of each book.....	5.13	1.49	.33	.65	.78	1.42	.70	1.00
BRANCH No. 15.									
Number of volumes.....	1499	141	236	925	45	827	537	10	68
Circulation	13114	210	174	721	28	523	397	12
Average circulation of each book.....	8.75	1.48	.58	.77	.62	1.59	.67	1.20
BRANCH No. 16.									
Number of volumes.....	1581	152	309	911	51	276	629	14	40
Circulation	3167	36	32	111	9	96	92	2
Average circulation of each book.....	2.00	.23	.10	.12	.17	.34	.14	.14

TABLE E.
Circulation of Periodicals in 1912 by Months—Central Library and Branches.

Months.	Totals 1911.	Totals 1912.	Central Library.	Branch No. 1.	Branch No. 2.	Branch No. 3.	Branch No. 4.	Branch No. 5.	Branch No. 6.	Branch No. 7.	Branch No. 8.	Station No. 10	Station No. 11.
January.....	24383	18875	7891	1057	998	1291	1351	667	2106	816	405	1399	894
February.....	22789	18600	7454	1124	1117	1542	982	838	2045	848	439	1292	919
March.....	24057	19784	8111	994	1041	1777	681	1135	1741	1036	462	1861	945
April.....	17533	16708	7602	905	758	1073	549	1063	1419	667	331	1504	787
May.....	14663	16805	7532	853	751	1020	559	1090	1291	715	461	1504	1029
June.....	14057	13339	5897	869	516	719	478	771	912	867	413	903	994
July.....	10892	13085	4868	933	745	943	734	989	504	698	488	1173	1010
August.....	14475	16145	7327	948	820	990	671	1184	73	677	574	1828	1053
September.....	13950	14282	6897	718	639	942	473	845	767	494	1545	962
October.....	16529	16799	8435	1009	670	994	626	914	899	115	1973	1164
November.....	17423	18673	9051	1223	796	1249	689	1128	1288	2109	1140
December.....	16760	17966	8304	1062	757	1559	808	914	976	2459	1127
Totals.....	207511	201061	89369	11695	9608	14099	8601	11538	10091	10254	4232	19550	12024

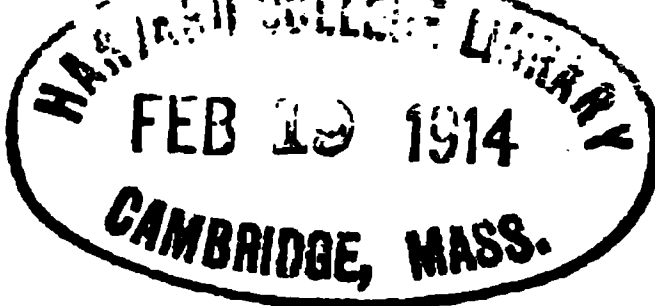
NOTE—No record is kept of the number of periodicals used in those Branch Libraries which have safeguarded access to the shelves.

THE
Enoch Pratt Free Library
OF BALTIMORE CITY

TWENTY-EIGHTH ANNUAL REPORT
OF THE
LIBRARIAN
TO THE
BOARD OF TRUSTEES
FOR THE YEAR 1913

BALTIMORE

1914



The Library
BOARD OF TRUSTEES.

JAMES A. GARY,
CHARLES J. BONAPARTE,
EDWARD STABLER, Jr.,
HENRY PRATT JANES,

HENRY DUFFY,
HENRY STOCKBRIDGE,
HENRY D. HARLAN,
ELI FRANK

OFFICERS.

President, CHARLES J. BONAPARTE.

Vice-President, HENRY STOCKBRIDGE.

Secretary, EDWARD STABLER, Jr.

Treasurer, HENRY PRATT JANES.

Librarian, BERNARD C. STEINER.

Assistant Librarian, LAWRENCE C. WROTH.

LIBRARY BUILDINGS.

CENTRAL LIBRARY—106 West Mulberry Street, near Cathedral.

BRANCH 1—Corner of Fremont Avenue and Pitcher Street, near Lafayette Square.

BRANCH 2—Corner of Hollins and Calhoun Streets, near Union Square.

BRANCH 3—Corner of Light and Gittings Streets, near Riverside Park.

BRANCH 4—Corner of Elwood and O'Donnell Streets (*Canton*).

BRANCH 5—Corner of Broadway and Miller Street, near Johns Hopkins Hospital.

BRANCH 6—St. Paul Street, above Twenty-fifth (*Peabody Heights*).

BRANCH 7—Falls Road, below Thirty-seventh Street (*Woodberry and Hampden*). [Building given by Robert Poo e, 1900.]

BRANCH 8—Eleventh Street and Liberty Road (*Walbrook*).

[Building given by Francis A. White, 1907.]

BRANCH 9—Corner Towson and Beason Streets (*Locust Point*).

[Building given by Andrew Carnegie. Site given by B. & O. R. R.]

STATION 10—Mott Street, near Corner of Gay (*Old Town*).

STATION 11—1208 East Baltimore Street, near Aisquith Street.

BRANCH 12—Corner Sterrett and St. Peter Streets (*Mt. Clare*).

[Building given by Andrew Carnegie, 1908; purchase of lot made possible by gift of Thomas J. Hayward.]

BRANCH 13—Linwood Avenue, between East Fayette Street and Philadelphia Road, near Patterson Park.

[Building given by Andrew Carnegie. Lot dedicated to library by Mayor and City Council.]

BRANCH 14—Garrison and Fairview Avenues (*Forest Park*).

[Building given by Andrew Carnegie. Lot dedicated to library by Mayor and City Council.]

BRANCH 15—Gorsuch Avenue and Taylor Street (*Homestead*).

[Building given by Andrew Carnegie. Site given in memory of Robert S. Carswell.]

BRANCH 16—Fifth Avenue, near Park Heights Avenue (*Pimlico*).

[Building given by Andrew Carnegie. Site given in memory of William and Ellen Shirley.]

BRANCH 17—North Avenue, near Smallwood Street (*Easterwood*).

[Building given by Andrew Carnegie. Site given in memory of Leon Lauer. Library to be opened in 1914.]

ANNUAL REPORT FOR 1913

To the Trustees of the Enoch Pratt Free Library:

PROGRAMME FOR FUTURE DEVELOPMENT.

It was well said by one of the old time that where there is no vision the people perish, and if this institution is to furnish satisfactory service to the people of Baltimore, along the broad lines marked out by its founder thirty years ago, it is necessary for us to have clearly in view certain definite objects, toward the accomplishment of which we must apply our best endeavors in order that we may succeed. Although the growth of the system has been a notable one, we have been unable to do as much for the city as has been done by libraries in other cities, because we have been greatly hindered through lack of income. It is obviously impossible for the public library of the city of Baltimore, which received last year the Pratt annuity of fifty thousand dollars (\$50,000) and an appropriation from the general tax levy of \$36,500, to do as extensive work as is done by such libraries as those of Philadelphia with an appropriation of \$234,100; St. Louis with an appropriation of \$229,476; Boston with \$367,165; Cleveland with \$331,359; Pittsburgh with \$250,000 (to this sum should be added \$27,938 given the Allegheny Library); Detroit with \$229,654; Cincinnati with \$162,271; Los Angeles with \$147,644; Minneapolis with \$159,092; or Seattle with \$145,339. Not only is there great need of an increase in income, that we may have greater achievement; but there is also a need, that grows yearly more pressing, for an additional Central Library Building, which should be, as has been stated in a number of previous reports, "monumental in its architecture, convenient and modern in its interior, adjacent to and connecting with the present Central Library Building." Such a building would cost about three-fourths of a million dollars, and may well be placed on Cathedral street, immediately opposite the Roman Catholic

Cathedral, occupying the sites of the five residences which stand there, three of which are already the property of this Library. While we await the erection of such a building, we should be able to establish, in remodeled dwellings adjacent to the Central Building, those departments which are needed and for which we have no facilities in the present building; for example, an open shelf room containing a standard library, a technological room, a young people's room, a teachers' room. It is earnestly to be hoped that at the expiration of the lease of the building 400 Cathedral street, which is owned by the Library, we may be enabled, through an additional appropriation by the city, to remodel that dwelling so as to place therein such departments as are named above, in order that we may be able to conduct an enlarged work in temporary quarters, until such time as we shall be able to have a permanent structure worthy of the work of the Library, and the dignity of the city of Baltimore. We are fortunate, above any other large city with which I am acquainted, in that we may look forward to the erection of an additional structure for the Central Library Building, without the destruction of the existing building, which may be utilized to its utmost in connection with the proposed new building.

It is difficult to see where we shall be able to place books in the present building after the next few months. The architect's plans, which are always generous in their estimate of the space allowed for books in the shelving, stated that the building would accommodate two hundred thousand volumes. By dint of shelving every conceivable nook and cranny, we have been able to accommodate 186,876 volumes. This is a very remarkable statement when we consider that a considerable space must be reserved at the end of each division of the classification of books for current additions, and that another considerable space must be left for the accommodation of books going through the process of cataloguing. Our quarters for the office, order and cataloguing departments are much crowded, and should be given greater space.

We need a largely increased income to enable us to pay salaries deserved by our employees, and that we may obtain efficient per-

sons to fill vacancies. We also need a much greater book fund to enable us to purchase more largely for the Branch Libraries, and to increase the number of duplicate copies of books placed in the Central Library.

Through the generosity of Mr. Andrew Carnegie, five hundred thousand dollars (\$500,000) were given for the erection of Branch Libraries in Baltimore. We have erected seven of the twenty libraries which are to be constructed from the funds provided by this gift. In addition to the libraries built from the Carnegie Fund, the Main Building and six Branch Libraries were erected from Mr. Pratt's gift, a Branch Library with a lot was given by Mr. Francis A. White, and another by Mr. Robert Poole. There are thus fifteen Branch Libraries in Baltimore erected without expense to the taxpayers. Other portions of the city need these libraries fully as much as those where we have been able to place them. It will be remembered, by the terms of Mr. Carnegie's gift, sites for the buildings must be provided from some other source than the fund which he gave. Up to the present moment, no sites have been secured—

(a) To take the place of Station No. 10 in the Tenth ward or in the southern part of the Ninth ward near Greenmount Cemetery.

(b) To take the place of Station No. 11 in the Fifth ward in the vicinity of Baltimore and Aisquith streets.

(c) In the vicinity of South Broadway in the Second and Third wards.

(d) To the south of Clifton Park in the Eighth ward.

(e) In the vicinity of Lake Montebello in the Eighth or Ninth ward.

(f) In the vicinity of the York road in the northern part of Waverly in the Ninth or Twelfth ward.

(g) In the vicinity of Mt. Royal and Maryland avenues in the Eleventh ward.

(h) In the vicinity of Whitelock street and Linden avenue in the Thirteenth ward.

(i) In the vicinity of Ashburton in the Fifteenth ward.

(j) In the vicinity of Calverton and Edmondson terraces in the Sixteenth ward.

(k) In the vicinity of Carroll and Irvington in the Twentieth ward.

(l) In the vicinity of Hollins and Catherine streets in the Twentieth ward.

The Board of Trustees of this Library, after careful consideration, made the following request of the Board of Estimates on October 1, including only those amounts which seemed indispensably necessary for the work of the institution:

SEPTEMBER 20, 1913.

Board of Estimates of Baltimore City:

GENTLEMEN—The Board of Trustees of the Enoch Pratt Free Library of Baltimore City respectfully request that an appropriation of sixty-eight thousand three hundred dollars (\$68,300) be placed in the Ordinance of Estimates for the year 1914 for the equipment, maintenance and support of said Library—

(a) The sum of eighteen thousand three hundred dollars (\$18,300) for the maintenance of the seven Branch Libraries Nos. 9, 12, 13, 14, 15, 16 and 17, built from the fund given by Andrew Carnegie, Esq., being 10 per centum of the cost of the buildings, agreed to be paid by the city.

(b) The sum of two thousand five hundred dollars (\$2,500) for the maintenance of Branch No. 8 in Walbrook.

(c) The sum of one thousand dollars (\$1,000) for the maintenance of Station No. 10 on Gay street.

(d) The sum of one thousand dollars (\$1,000) for the maintenance of Station No. 11 on East Baltimore street.

(e) The sum of four thousand dollars (\$4,000) for the remodeling of the four Branches Nos. 1, 2, 4 and 7 in similar manner to that in which three of the older Branches have been remodeled in the last two years.

(f) The sum of five thousand dollars (\$5,000) for the increase of the salaries of the Library staff.

The Ordinance of Estimates last year contained an appropriation of two thousand five hundred dollars (\$2,500) for this pur-

pose, and we ask that this appropriation be continued, and that an additional sum of twenty-five hundred dollars be appropriated so that we may make certain other much-needed increases in the salary list. Not only are we paying much less than other cities to persons holding similar positions, but also much less than is paid to the teachers in our public schools. The importance of the Library as an educational institution is such that we ought to be able to place on our staff persons as well equipped as are these teachers, and pay them salaries equivalent to those received by the latter. In our request last year we stated certain facts which we desire again to emphasize: "Many of the employees are grossly underpaid, because of the inadequate income of the Library, and the discrepancy is so great, as compared with the salaries paid in other lines for a similar class of service, that it is becoming each year increasingly difficult to secure a properly educated and efficient force, and the usefulness of the Library is becoming more and more liable to serious impairment. It is the belief of the Trustees that from eight thousand to ten thousand dollars would not be too much to expend in this way, but the Trustees deem it wiser to proceed slowly, and, therefore, only ask at this time for the sum of five thousand dollars." These statements continue perfectly true at the present time.

(g) The sum of sixteen thousand dollars (\$16,000) for the purchase, binding and cataloguing of books for the sixteen Branch Libraries. One thousand dollars for each of these Branches is the minimum amount which should be expended for the purchase and cataloguing of new books, the replacement of standard worn-out books, and the rebinding and repairing of books which need such attention, so that they may longer serve the public.

(h) The sum of three thousand dollars (\$3,000) for the purchase, binding and cataloguing of books for the new Branch No. 17, this being the minimum amount for which we can possibly procure books in sufficient number to form an adequate stock for the opening of the said new Library.

(i) The sum of seven thousand five hundred dollars (\$7,500) for the maintenance of Branches 5, 6 and 7. The original gift of Mr. Pratt, in his words, contemplated a Main Building and

"Branches connected with it in the *four* quarters of the city," and the annuity created by Mr. Pratt's gift was evidently intended for the maintenance of these five Libraries only.

In their endeavor to meet the pressing needs of the city the Board of Trustees established three other Branch Libraries. As a result of this action, the annuity has been charged with expenses not originally contemplated and it is no longer sufficient to provide satisfactorily for its original purposes. We, therefore, request that the same appropriation be made for the maintenance of these three Libraries which has now been made for a number of years for Branch No. 8, namely, twenty-five hundred dollars annually for each of them.

(j) The sum of ten thousand dollars (\$10,000) for the maintenance of Branches 1, 2, 3 and 4. The grant of this request will enable us to devote the entire amount of the annuity to the general administration of the Library system and to properly equip and maintain the Central Library, and to prepare for the opening of new departments therein, such as a young people's room, a technological room, an open-shelf room containing a standard library, and to make other much-needed improvements. If the whole sum asked for be granted us, our total income, including the annuity, will still be far less than that of the municipal library in any city in the country which can be compared with Baltimore. Unless we receive an adequate appropriation, we cannot enter upon the new fields of usefulness which open before us, or sufficiently increase our valuable collections of books. We are most anxious that the Library may keep well abreast of all other departments in the growth of the city, and may suitably serve the people of Baltimore by providing them with educational advantages and wholesome mental recreation. With appropriations such as we have requested above, we can render efficient service to the public and fulfill the purpose of the founder in establishing the Library "for the benefit of our whole city."

After giving us a hearing, the Board of Estimates felt that the sum of \$42,300 was all that it was in a position to allow us in the Ordinance of Estimates for 1914. The Library of the city of Boston, which receives from the tax levy more than eight times

the amount which we have been awarded, states in the sixty-first report of its Trustees that—

“As we have pointed out in previous reports, the sum required for the proper administration of the Library, taking into account the increase in the population of the city and the enlarged demands made upon the library system, will require a progressive increase in appropriations. Without such an increase the Library will fail to be efficiently worked and improved to its full capacity for the education of our people, and its usefulness will surely decrease. The Library cannot simply mark time. It must either march forward, or fall behind in its work. The appropriation last year was fully required for the efficient administration and maintenance of the library system.”

The library authorities of Boston are not alone in thus emphasizing the need for generous appropriations for library purposes. The Library Board in Minneapolis receives nearly four times from the tax levy what we are granted, but, in regretting that other libraries pass it in any respect, states—

“That it does not stand absolutely in the very front rank of all of them in its completeness and usefulness has in a large part come from the fact that the Tax Board has not fully appreciated its value and the obligations to the public in its more rapid development as an educational institution.”

“Having entered upon establishing a library system, there is but one rational course, and that is to accept the situation and carry out the natural programme, and build a magnificent library system that will be an honor and credit to the city and one of its most valuable and profitable investments and assets.”

The liberal appropriations to the schools are advocated by all good citizens, yet we may well regret that the Library is in proportion to its importance, receiving a far smaller appropriation than the schools. As the Trustees of the Public Library of North Adams, Mass., say in their twenty-ninth annual report:

“Our schools after all lay only the foundations of knowledge. The superstructure, for the very few, is built by aid of college and university. But for the vast majority of those who go out from our public schools the public library is the chief contributor

toward such superstructure, if any be built. This being the case, the sum spent on the superstructure sometimes seems disproportionately small as compared with that spent on the foundation. Of course it will be said that many other agencies—a man's work, his club, or society, his church, the daily press—help round out his further education; but do not all these depend more or less on the Library? They certainly do here in North Adams. Yet our annual expenditure for the public library bears the ratio to that for schools of one to fourteen."

Miss Alice S. Tyler, one of the ablest women in the library work of the country, has well stated the importance of the public library in a recent article, entitled "The Public Library in Commission-Governed Cities," which appeared in the *National Municipal Journal* for April and in the *Library Journal* for July:

"The field to be reached by the free public library, supported by a municipal tax, is only limited by the number of people in the community who are able to read, and who know that the resources of the library are at their command. The great task before the American public library today is to lead the people to realize that the books are there for them, and that there is no interest or concern of theirs but may be definitely advanced and benefited, if only they learn, by means of the printed page, the best that has been thought or said or done regarding it.

"Such information often brings actual returns in dollars and cents to the business man and the worker, as well as to the community, and the institution making such information available is a paying investment. Surely the task is no small one if, in addition to this, the public library lifts the toilers and the burdened workers both in the home and in the business world, for a few hours each week or month, into the realm of imagination and aspiration through books of entertainment that take them out of themselves and into the world of idealism and fancy. The children are the especial concern of the public library, and must be given access to the books that are fitted to the needs and aspirations of every growing year, and which may lead them into higher and larger views of life and of the responsibilities of citizenship."

GENERAL SURVEY.

The membership of the Board of Trustees has experienced two changes in the past year. At the April meeting Eli Frank, Esq., was elected to the vacancy created by the death of the Hon. Thomas J. Morris, and at the same time John E. Semmes, Esq., resigned his trusteeship, to the extreme regret of us all, on account of his ill health.

At the beginning of 1914 this Library contains 307,540 volumes, and is administered by 116 officers and employees. The home circulation of books was, during the last year, 621,924, and with the greatest economy the expenses amounted to \$93,945.12, so that it is evident that the Library could not have been carried on, even within the present bounds of its work, unless there had been received from charges, catalogues, etc., a sum added to the annuity and the appropriation paid by the city. In 1913 the library system consisted of a Central Library Building, fourteen Branches and two Delivery Stations, in addition to which books were sent to 54 institutions, and by an arrangement with the Maryland Public Library Commission to 12 blind persons outside of the city. In the reading rooms of the Library 98,101 books and 183,299 magazines were used. Complete figures as to reading room use cannot be given, owing to the fact that some of the Branches have open shelves. The number of books circulated from the beginning amounts to 15,778,981. The registration books show that there are now 40,604 borrowers' cards outstanding, and that 233,554 persons have at different times become entitled to the use of the Library. The circulation of books by classes is given in Table A, that by months in Table B. The number of books in the various classes in the Central Library, the number added to each class during the year, the total circulation of each class and the average number of times each book went into circulation are shown in Table C, while Table D shows similar figures for the Branches. The circulation of periodicals in the various reading rooms is shown by months in Table E, while Table F gives comparative library statistics of Baltimore and other cities. From Table F we see how great is the disparity

between our income and that of the libraries of other cities of the rank of Baltimore.

Mr. Pratt, by a gift to the city of about \$1,150,000 (Central Library, first four Branches and endowment) in 1882, enabled the city to have public library facilities without further expense than payment of the annuity of \$50,000 for over twenty years, the first city appropriation being one of \$5,000 made in 1908. The appropriation last year (1913) was \$36,500. Since the opening of the Library both area and population of Baltimore have doubled, and the number of Branch Libraries has increased from 4 to 17. A collection of over 300,000 volumes has been gathered.

In reference use of reading rooms, in lectures in the newer Branches, in reading clubs of children, the Library serves useful public functions, in addition to the home circulation of books. The service of the Library to the people in the circulation of books is accomplished not merely through books drawn at its buildings, but also through sending of boxes of books to the public schools of the city, private and Sunday schools, playgrounds and recreation centers, department stores and factories, settlements and study clubs.

In 1840 Rev. George W. Burnap, pastor of the Unitarian Church, delivered a lecture before the Mechanical Library Association of Baltimore upon the proper course of reading for the young. When we remember that for many years the founder of this Library was one of Dr. Burnap's congregation, we may feel sure that among the influences which led Enoch Pratt to establish this Library was his association with his pastor. In this address Dr. Burnap said that "what is most wanted is zeal, love of knowledge for its own sake; when this is once kindled, half the work is already accomplished. Our city lies at present under the imputation of utter insensibility to the charms of literature and science. Pride impels us to deny, truth forces us in a measure to admit the charge. I trust the time is approaching which will bring in a new order of things. What an exuberant supply does the English language afford of the materials of literary and scientific cultivation! The best books that can be written on

every subject which can delight, enlighten and discipline the mind, in an abundance almost equal to that of the bountiful productions of nature." The lecturer then passed in review as a "means of mental culture"—first, pure literature, including poetry, prose, fiction and criticism; secondly, history, biography and travels; thirdly, the different branches of physical science; and lastly, moral and intellectual philosophy. In his conclusion he stated, "There remains nothing then as a safe, a moral, a pleasurable employment of our leisure hours but the cultivation of the mind, those quiet studies which are forever the same and yet forever new, which employ without tiring, which exhilarate without intoxicating, which satisfy without satiating the soul."

Dr. Burnap hoped that "a taste for intellectual culture is gradually diffusing itself in our country, from which the best results are to be anticipated," and he invoked "the aid of all good men and true to make our beautiful city as distinguished for its literary culture as it is for its splendid works of art, for the enterprise, the urbanity, the hospitality of its inhabitants."

In the United States the importance of libraries has long been recognized, as is shown by the statement of Francis Hopkinson printed in the American Archives, under date of December, 1776: "In many towns and in every city they have public libraries. Not a tradesman but will find time to read. He is amused with voyages and travels, and becomes acquainted with the geography, customs and commerce of other countries. He reads political disquisitions and learns the outlines of his rights as a man and a citizen."

Throughout the Nineteenth Century this conception of the library has grown, and now we find in the fiftieth annual report of the librarian of the city of Lynn, Mass., in 1912 the following summary of the activities of that library:

"It has given reading lists for special research to various organizations and furnished to the artisans of the city the best publications on each industry, thereby serving as an important feature in the betterment of the industrial community. It has also given to the professional student and business man an opportunity to keep in touch with advancement in the world's progress. It has

by active coöperation with teachers and their pupils made the library a necessary factor in the educational system of Lynn."

A less concrete but an equally true statement of the functions of such an institution is that written by E. S. Willcox in the Thirty-third Report of the Peoria Public Library:

"The public library is a great receiving and distributing warehouse, not for food and raiment for our bodily wants, but of something far better, that nourishes, animates and adorns the soul—a treasure house where are gathered, preserved and again distributed the priceless accumulation of all human experience, the wisdom of the ages, the story of all that our race has done and suffered in its toilsome progress upward from darkness of the past into the effulgent light of this our day."

We find in a different phraseology, but to the same purpose, the scope of the public library stated in the fortieth annual report of the librarian of the city of Somerville, Mass.:

"The service rendered the people of a city by its public library is a ministry of comfort, knowledge and inspiration. Its possibilities are yearly becoming greater as all people are increasingly accustomed to use printed matter, and as all subjects of human interest are more and more treated in books. Today everyone must be able to read, and must read if he would succeed. Today practically everyday interests are set forth in magazines and books, so that the mechanic and workman who would be at the top of his trade must use them. In matters of the spirit the great thinkers of the past are continually appearing in new editions, and every modern student and investigator is immediately put into print. So numerous have become books that no individual of ordinary means can own all he needs and sometimes uses, nor does he know which hundred of the thousands in print are of value and authority.

"To meet this situation the public library was created, and in the last thirty years has grown marvelously. Yet this growth and the present service rendered, great as they are, seem but beginnings to those most intimately acquainted with the work and its possibilities. For the progress of the people of a city or State is dependent upon their taking advantage of the experiences of

others and learning by their failures and successes, and nowhere are successes to be found and their causes to be learned as in books."

Not only in America do we find this conception of the importance of the public library. Mr. A. J. Philip, writing in the *London Academy* for August 30, 1913, said:

"There is no question that the vast reading public created during the last half century is the result of the multiplication of public libraries rather than the outcome of the extension of elementary education.

"Education will always be training in the acquisition of knowledge, the library will remain the storehouse of knowledge, and craftsmanship will be training in the application of knowledge."

This broad conception of the place of the library in the municipality is also expressed by Ernest A. Savage, librarian at Wallasey, in an article which appeared in the *Library Association Record* for December, 1912:

"All we want to do is this—to collect books, to select with catholicity the books held in the chiefest esteem on as many subjects as possible, to entrust these books to the care of trained library assistants, and to put them well within the reach of the public with the aid of the best mechanical equipment and of lucid indexing and cataloguing.

"In just those features in which class education is weakest the library is strongest. It is strong in its curriculum, which is broader than that of any school can possibly be. This breadth is not a source of confusion and perplexity if the school has done its work properly—for the young it means a greater variety of subjects from which to choose a special study—for maturer readers it provides a wider region in which the intellect may range and speculate with the utmost freedom.

"But breadth of curriculum is not the whole advantage. The library provides a great variety of teachers and consequent flexibility of teaching. On each subject it provides—or should provide—the student with a number of teachers: it does not supply only one set of ideas on a subject, or discourage variety in rehearsing facts."

A succinct statement of the aim of such institutions is found in the presidential address of the Earl of Malmesbury to the British Library Association at Bournemouth, delivered in September, 1913:

"Public libraries may be described as either an educational system, having a true literary object, or a literary attempt to raise the standard of educational development."

The testimony from that eminent nobleman is enforced by the remarks of Prof. Michael Sadler in his address at the opening of a public library, which appeared in the *Library Association Record* for January, 1913:

"A library may help us to win money; it may help us to win learning; but the best things it can give us are insight, and sympathy, and fairness of mind.

"And that a library may serve this firm purpose, three things are indispensable: First, a constant enlargement of its resources, so that it may generously acquire the books most needed for reference and for study; secondly, highly competent and instructed service, so that readers may have at their command guidance and efficient help; and, thirdly, a close association of its work with the educational system of the neighborhood, so that children from early years may learn the right and dexterous use of books and of the instruments of study, and may become so familiar with a good library as to be at home and happy there."

After all, if printing is the art preservative of arts, the Library, in providing the place where the printed books are stored, and whence they are distributed, makes possible the utilization of the genius and knowledge of men more than does any other institution. Sheridan well expressed this thought in an article upon the high fellowship of books, which appeared in the *Westminster Review* for January, 1913:

"Nothing is lost in a good library except time and distance; the perfect aristocracy of books unites all countries, races and religion in understanding fellowship of highest interests. St. Paul is no longer 'a Jew of Tarsus,' or Homer 'a lone voice rhapsodizing on the Chian strand'; they are not dwellers afar off, but ever-present freemen of the spiritual city which is thus established in our midst.

ORDER AND ACCESSION DEPARTMENT.

"Firstly, we must try and make our selection of books representative of the total literary output, always remembering, however, that the bulk of the public have a distinct predilection for certain definite kinds of books. This consideration will cause us to buy these books in rather larger quantities than at first sight appears desirable. Our next consideration is to see that we purchase for our libraries all that we can of the really important and valuable books—from an intellectual standpoint—which occasionally appear.

"The very advanced student or investigator exploring new fields of knowledge is far beyond us and outside of our assistance. The very ignorant or illiterate we can do little for, although some of us are very fond of trying to get this particular kind of leopard to change his spots. But the normal citizen who has some interest in intellectual matters and the young student of all kinds and description we must be prepared to satisfy at all points. We cannot give him a satisfactory law library, but we can and should give him a decent political and economic library. In fact, the public library should be the library of the 'complete citizen.'"

The total number of books now on our accession catalogues is 307,540. During the year 16,854 books were accessioned, of which 3,965 were replacements. Since the opening of the Library 101,180 books have been condemned and withdrawn from circulation; 10,337 of these were condemned during the past year.

During the year 5,484 volumes were added to the Central Library; to Branch No. 1, 276; Branch No. 2, 168; Branch No. 3, 269; Branch No. 4, 290; Branch No. 5, 275; Branch No. 6, 337; Branch No. 7, 297; Branch No. 8, 452; Branch No. 9, 485; Station No. 10, 189; Station No. 11, 358; Branch No. 12, 527; Branch No. 13, 596; Branch No. 14, 498; Branch No. 15, 696; Branch No. 16, 623.

The total number of books now accessioned for the Central Library is 186,913 and for the Branches as follows: Branch No. 1, 13,707; Branch No. 2, 13,003; Branch No. 3, 11,033; Branch No. 4, 10,939; Branch No. 5, 13,317; Branch No. 6, 11,788; Branch No. 7, 7,718; Branch No. 8, 5,115; Branch No. 9,

4,498; Station No. 10, 1,734; Station No. 11, 2,256; Branch No. 12, 5,394; Branch No. 13, 5,325; Branch No. 14, 5,132; Branch No. 15, 4,541; Branch No. 16, 4,644; Branch No. 17, 483.

The usual stock-taking was prosecuted with care, and its result is as follows: There were missing from the Central Library 108; Branch No. 1, 1; Branch No. 2, 2; Branch No. 3, 3; Branch No. 4, 1; Branch No. 6, 9; Branch No. 7, 2; Branch No. 8, 3; Branch No. 9, 11; Station No. 10, 20; Station No. 11, 5; Branch No. 12, 27; Branch No. 13, 12; Branch No. 14, 2; Branch No. 15, 4; Branch No. 16, 3. Since the Library was opened in 1885, we have lost 1,474 books, divided as follows: Central Library, 838; Branch No. 1, 55; Branch No. 2, 32; Branch No. 3, 45; Branch No. 4, 21; Branch No. 5, 13; Branch No. 6, 49; Branch No. 7, 9; Branch No. 8, 23; Branch No. 9, 42; Station No. 10, 65; Station No. 11, 101; Branch No. 12, 128; Branch No. 13, 38; Branch No. 14, 5; Branch No. 15, 7; Branch No. 16, 3. The loss this year was 1 to every 3,380 books circulated. From the beginning the loss has been 1 to every 12,047 books circulated.

Of the 16,854 volumes accessioned for the Library during the year, 840 were bound magazines and periodicals, 872 were donations (including the deposit of United States Documents) and 15,142 were purchased at an average cost of \$1.05 per volume.

During the year this Department has done a very large amount of work. The books received from dealers in the early part of the year were accessioned immediately upon checking the bill, and then sent to the Cataloguing Department while the shelves were filled to the utmost capacity with books previously received. These books, after waiting several weeks, were accessioned, and the work brought well up to date by the summer. The orders were held up for some time so that this might be accomplished, but from the middle of the year all books have been ordered as soon as the lists containing their titles had received the approval of the Library Committee.

The replacement work has been very heavy, partly due to the great number of discarded books and replaced volumes which occur in connection with the reclassification of the books in the

Branch Libraries. This work has now so far advanced that very few books will be discarded from this cause in the future.

In the early part of the year we bought, at a greatly reduced price, for the Branches the "Expositor's Bible," and we also received a large invoice for them of scientific books whose titles were taken from the A. L. A. Catalogue. Large invoices of books have been received from England, and we have been able to make considerable purchases from stocks of dealers in remainders and second-hand books in New York, Brooklyn and Philadelphia. An important collection of Bohemian books was received, as also was one of Yiddish volumes, which were very tedious to accession, and in the ordering of which we were much assisted by Mrs. Marie Bloch. We received a deposit from the State Library of *The Maryland Reports* numbering one hundred and sixty-four volumes. Thus there is rendered accessible to the people of the city the decisions of the Supreme Judicial Tribunal of the State, from the beginning to the present day. As a depository of Federal Government documents, we have received many valuable works.

Among the many donors of books and pamphlets may be named Dr. Howard A. Kelly, Mr. George Norbury MacKenzie and Mrs. Mary C. Houston. An interesting donation of twenty volumes on chess was received from Mrs. Leopold H. Wieman, which had belonged to her late husband. We are glad to report that the permanence of our position as a depository for publications of the United States has been assured by the provisions of the Sundry Civil Appropriation bill for 1913, which states in its fifth section—

"That libraries heretofore designated by law as depositaries to receive books and other Government publications shall hereafter, during their existence, continue such receipt; and new designations may be made when libraries heretofore chosen shall cease to exist or other designations shall hereafter be authorized by law."

CATALOGUE DEPARTMENT.

The work of this Department is so little considered by the average borrowers that its great importance is not perceived by

them, and yet it is absolutely essential that books should be properly catalogued before they can be of use to the public. Although we are not able to pay proper salaries to our cataloguers, we receive remarkably satisfactory work from the members of the staff in this Department. A large number of books have been catalogued by us for the Library of Congress, among them the additional volumes of *Everyman's Library* which have appeared during the year. That our work in this connection has been satisfactory is shown not only by the constant requests for the cataloguing of additional books, but also by the following letter which we received last summer:

"In making preparations for my annual report I had occasion recently to have the cards printed during the year 1912 in the 'A' series sorted out by libraries, and found that the number of titles for which your Library supplied copy exceeds that of any other library, with the exception of Chicago University. I take this occasion to thank you sincerely for the excellent work which your cataloguers have done. The copy which you send is always in excellent form, and it is supplied promptly and systematically. Coöperation with institutions which do work in this way is a pleasure. I hope that the results are satisfactory to you, as they assuredly are to us.

"Yours very truly,

"C. H. HASTINGS,

"Chief of the Card Section."

The number of books catalogued for the Library of Congress during the year amounted to 320—that is to say, in the case of that many books our requests for cards were returned to us with the letters c. d. p. written against the titles, meaning copy desired for printing. We have catalogued 1,100 titles for the Library of Congress since we began to render them this assistance.

While we rejoice in receiving such a testimony of efficiency, we wish we were able to give a fitting remuneration to those who work for us, and agree heartily in the sentences of the Librarian of the Hebrew Union College, as expressed in his report for 1913:

"In the long run competent assistants are less expensive than cheap ones. The latter, it is true, do not cost much; but, then, they render no service, and, what is most serious to contemplate, they invariably bring ruin and destruction to a valuable collection when entrusted to their care. As far as library administration is a business, the principle of economy should and must enter into it. But paying the price for skilled library work is never waste—it is, on the contrary, the only true economy, both as the word is used in the most current sense—as significant of saving—and more so in the broad, modern sense of systematic order. The work of a competent assistant needs less supervision, and does not need continuous correction. This is particularly true as regards cataloguing, where so much accuracy is required."

The success of this Department is in large measure due to the long experience and great efficiency of the Head Cataloguer. From her reports the following sentences are taken:

"The increase in the number of Branches and the additional work for them has not been made even by a proportionate increase of our staff. To look back and contrast the present amount of work for seventeen Branches—to be supervised, as compared with only seven—the number established when I was appointed to my present position gives me a very sure evidence of how the work has grown. Each year since the acceptance of the Carnegie gift sees the erection of another Branch, and in the face of whatever contingencies, our staff has had catalogued the required number of books for its opening. The Branch work especially increases the revision of the old Central classification, which sadly needs it so often. I wonder that more duplicates are not received in ordering, when almost every day some incomplete cataloguing is discovered. This is due to the careful searching, however, of the order clerk, because both reasonable and unreasonable entries are looked for. This applies largely of course to the second-hand orders. Our catalogues are improved with every invoice of replacements, full recataloguing being many times necessary.

"Because of class history having been sent to the Central Library from Branch No. 1 for reclassification, an immense

amount of recataloguing for the Central Library stock also was necessitated. Fortunately, we were able to obtain the Library of Congress cards for most of the books.

"The shelf list work has been very heavy because of the changed numbers, due to the reclassification of the Branch books. The conspectus of classes Q to W, inclusive, was revised and enlarged also. At this writing the fiction, poetry, biography and history classes of the Branch books have been recatalogued practically—a few are held up because of replacement, etc. The recataloguing of this old stock requires just double the time necessary for new accessions. The record of changed numbers shows a total of 20,277 for the year 1913, which I consider very good indeed. This figure almost convinces me that in another year all Branch numbers will be changed.

"Reviewing the work of the Cataloguing Department for the year, I feel that the greatest activity was in behalf of our Branches. There were times when almost our entire staff had some part in the preparation of their books. The usual work on Branch books was very much increased by having the old stock sent here for classification, in addition to the new accessions to be catalogued for them. Several times after some weeks of such shipments I was forced to ask the Custodians to keep their books until further notice. I very much regretted having to take such action, but the accumulation of the old and new stock was more than our staff could manage. Since then we have sent to the Branch Department ready for cataloguing all of the books. For the old stock few cards are obtainable from the Library of Congress. It is gratifying, however, to receive so large a percentage for the new accessions. Without slighting the changed numbers at all, I am cataloguing the new accessions as swiftly as possible, hoping thereby to increase their circulation. Our Stations are doing a splendid work, and I hope soon to be working for them as real Branches.

"The number of discards was the largest that I have ever recorded during any year. This weeding out of the old stock will result in materially benefiting the Branches in several ways, I hope, and by restocking them with more modern accessions should

add considerably to their circulation. I know just how trying the work of stock-taking is with the records in their present condition, but I presume all libraries have similar situations to face at times. The amount of careful detail necessary in changing numbers calls for a force of interested workers.

"For the Central Library accessions the current cataloguing was kept well in hand, and I realize more and more the immense aid to us the Library of Congress cards are. Their cost is not to be compared or mentioned with their value to us otherwise."

In November the attempt was made to order Library of Congress cards from the order lists without waiting for the arrival of books. The accumulation of cards while waiting for the books is a drawback in our crowded quarters.

Quite a number of books were catalogued for the blind in New York Point, and the *Maryland Court of Appeals Reports* were an important set to catalogue. The aim of the Department has been to lessen the detail of the work, and we believe that the problem of stock-taking for the Branches has been simplified by certain changes which we have made.

The growth of the library increases the extent of the shelf lists, and to save time and labor a book case to contain them was placed on the table of the shelf list clerk in the early part of the year.

The cataloguing of the Yiddish and Bohemian books was a difficult and important task. The valuable assistance of Mr. Otto V. Yursik and Mr. Jos. Sir was much appreciated in connection with the cataloguing of the Bohemian books, and Dr. Elias N. Rabinowitz, of 125 N. Aisquith street, was very kind in helping in the cataloguing of the Yiddish books.

"The crowded quarters in both our Central and Branch departments are more and more uncomfortable, and I earnestly hope that the press of Baltimore may arouse the public interest in behalf of our great needs. When I read of the activities of other public libraries made possible because of public interest, Baltimore is certainly indifferent to its privileges in this line of civic and educational enterprise. Our present quarters are far from adequate, the problem of ventilation alone being one of daily

controversy. This seems perhaps a minor item to mention, but it plays a very considerable part in the returns, for the comfort of the employees acts as an asset. A larger staff, as well as more commodious quarters, are needed to operate the Cataloguing Department. The detail of the work seems always to increase—never to decrease—and the supervision proportionately becomes heavier.”

Almost all of the foreign books have now been catalogued, and the arrears of work have largely been gotten out of the way. We hope that we shall be able, as a result of this, in future to place books in the hands of our patrons earlier than previously.

The preparation of the *Annual Bulletin* and the weekly type-written lists of new accessions takes a considerable amount of time. The *Annual Bulletin* for 1913 had more subdivisions than those of previous years.

The record of books changed at the Branches is as follows: Branch No. 1, 3,640; Branch No. 2, 3,393; Branch No. 3, 2,687; Branch No. 4, 2,621; Branch No. 5, 3,374; Branch No. 6, 2,857; Branch No. 7, 1,908; total, 20,480.

At Branch No. 1 there remain 4,037 to be changed; at Branch No. 2, 3,022; Branch No. 3, 2,720; Branch No. 4, 3,031; Branch No. 5, 3,660; Branch No. 6, 3,397; Branch No. 7, 1,611; total, 21,478.

PUBLICITY.

The usual Bulletin of accessions for the year 1912 was published in March. In February the Annual Report of the Librarian appeared, and, for the first time, this year it was honored by being included in the bound volume with the reports of the other City Departments. The report received favorable notice in a number of quarters, especially in the *Dial*, of Chicago, in its issue of February 16. One of our previous publications, “The Facts for the Public,” has proven of an unexpected value this year, for six hundred copies were given Prof. Otto Schoenrich, at his request, for use in the instruction of foreigners at School No. 42, corner of Broadway and Bank street.

We purchased in the early part of the year a Neostyle Mimeograph, with which we can print in fourteen minutes one hundred and twenty-five copies of a list, which, with our old machine, would have taken two hours to reproduce. As a result of the purchase of this mimeograph, we sent out in April a list of books especially adapted for machinists and manufacturers of machines to every such establishment named in the City Directory, and received appreciative notes of thanks from several. We followed this up with a list, in the summer, of books on plumbing, sent to every registered plumber in the city; a list on decoration, sent to the firms of decorators; and a list of books adapted to Boy Scouts, sent to each patrol in Baltimore. The newspapers, especially the *News* and the *Star*, have printed lists on current topics. The *Telegraf*, a Bohemian journal, printed in its issues for November a full list of the titles of our books in that language, and gave a considerable reading notice concerning them. The magazine *Baltimore* for October contained a list of books on accounting, advertising, business methods and salesmanship, which was afterward reprinted in separate form and sent to all the members of the Merchants and Manufacturers Association, arousing considerable attention on the part of its recipients. In October the publication of our occasional Bulletins was resumed, the first one containing a selected list of new books, and the second, an extensive list upon Mexico. These Bulletins are paid for by one advertisement which appears in each Bulletin. The *Municipal Journal* in its issue for September 26 published a one and two-thirds page article descriptive of the Library, written by the Librarian.

Feeling that we had an especially favorable opportunity for the display of books in the windows of our annex on Cathedral street, we placed showcases there, taking away the grating from the front of the window, and began in September weekly exhibitions of books on special subjects. These exhibitions have attracted the attention of many persons and, it is believed, have brought new patrons to the Library. Most library advertising in connection with the buildings simply induces people who are already in the building to draw certain books. These exhibitions,

it is believed, are bringing people into the building. Some of the subjects which have been placed on exhibition are as follows: Fall Flowers, Display of Foreign Magazines, Currency, Music and Musicians (Verdi), Mexico, Education, Balkans, Football, Architecture, Panama Canal, Interior Decorations, Shakespeare, The Opera, Window Gardening-house Plants, Cook Books, Maryland, Needlework, Noble Prize Winners and Christmas Stories.

We have, in a smaller way, begun to do the same thing at Branch No. 3 on Light street and Branch No. 6 in Peabody Heights. The most serious limitation to our attempts at publicity and securing a greater usefulness of the Library is the meagre amount of money we are able to devote to this purpose. If we had an adequate sum for the current needs, we could greatly increase our usefulness to the people of Baltimore.

We have received the most cordial treatment from the newspapers of Baltimore, both in the news and in the editorial columns. Each paper has emphasized at one time or another the importance and usefulness of the Library to the citizens of Baltimore.

REGISTRATION.

There are now 40,604 borrowers' cards in force; 233,554 borrowers' cards and 59,482 students' cards have been issued from the beginning. During the year 2,952 students' cards were issued. Two hundred and thirty institutions are entitled to the use of the Library. The registrations for the year amounted to 9,802, of which number cards were obtained at the Central Library for 2,392; Branch No. 1, 667; Branch No. 2, 807; Branch No. 3, 617; Branch No. 4, 461; Branch No. 5, 864; Branch No. 6, 507; Branch No. 7, 287; Branch No. 8, 305; Branch No. 9, 128; Station No. 10, 384; Station No. 11, 635; Branch No. 12, 411; Branch No. 13, 653; Branch No. 14, 178; Branch No. 15, 243; Branch No. 16, 263.

Forty-eight cards were issued temporarily on a deposit of a sum of money.

During the year the following new points of distribution were added to our list: Second Church Evangelical Association; First Presbyterian Church Sunday School; School No. 2; Settlement

House (Colored); Port Mission Playground; Rest Room for Women; School No. 65; Chatsworth Methodist Church Bible Class; Blue Ribbon Candy Co.

Of the institutions granted the privilege of drawing books, fifty-three have drawn books during the year. These institutions have drawn the following number of books in 1913: Public Schools—Eastern High School, 2,644; Teachers' Training School, 2; Western High School, 26; School Two, 53; School Twenty-one, 158; School Twenty-nine, 138; School Forty-two, 2,091; School Forty-nine, 19; School Seventy-nine, 50; School Ninety-four, 138; School One hundred, 92; Colored High and Training School, 261; Arundel School, 77; Bryn Mawr School, 314; Jefferson School, 321; St. Paul's School for Girls, 66; Female House of Refuge, 876; Baraca Class Church of Reformation, 70; Chatsworth Sunday School Bible Class, 10; First Presbyterian Church Sunday School, 507; First Presbyterian Church Boy Scouts, 39; German Immanuel Sunday School, 413; Olive Branch Sunday School, 100; St. Ann's Sunday School, 196; St. Gregory's Sunday School, 1,378; St. Paul's Reformed Church Sunday School, 828; Sts. Philip and James' Roman Catholic Church Sunday School, 340; Second Church Evangelical Association, 866; Carroll Park Playground, 48; City Spring Playground, 309; Clifton Park Playground, 105; Patterson Park Playground, 50; Port Mission Playground, 44; West Park Playground, 112; Baltimore Club, 541; Handicraft Club, 17; University Club, 539; Postoffice Station N, 1,219; Police Department, 565; *The News*, 12; *The Sun*, 17; Ann Street Settlement, 1,943; Blue Ribbon Candy Co., 3; E. J. Codd & Co., 90; Gilpin-Langdon Co., 1,091; L. Greif & Bro., 580; Hochschild, Kohn & Co., 1,819; The Hub, 757; Lawrence House, 588; Nurses' Home, Maryland General Hospital, 133; Rest Room for Women, 320; Settlement House (Druid Hill Avenue), 20; Sheppard and Enoch Pratt Hospital, 17.

The classification of the institutions drawing books during the year is as follows: Public Schools, 12; Private Schools, 4; Reformatory Institutions, 1; Sunday Schools and other church

organizations, 12; Playgrounds, 6; Clubs, 3; Postoffice, 1; Police Station, 1; Newspapers, 2; miscellaneous, 12.

MAIN LIBRARY.

When we receive invitations to the opening of such magnificent new structures as the New York State Library at Albany, or the State Public Library of Victoria at Melbourne; and when we read that the city of Cleveland has just voted to bond itself in the sum of two million dollars in order to erect a suitable library building, we feel that the comparison between the new structures which are now being put to use of the public, and our old building which was constructed thirty years ago, is not one to our advantage. We have this, however, with which we can comfort ourselves, in that it will be possible for us to utilize as a site for a new building, when the funds therefor are provided, an admirable site on Cathedral street opposite the Roman Catholic Cathedral, and we shall be able to utilize every foot of the present building. Meanwhile, that building becomes more and more cramped for accommodation every year. We have been able to find space for a few more shelves during the year, but our inventiveness has pretty nearly reached its limit.

The heating apparatus received considerable repairs during the summer and I trust that we may be able in the course of the next few months to make a thorough investigation of the question of heating the building, to see whether it may not be possible to utilize some improved method.

The method of advertising by the placing of show cases in the windows of the annex on Cathedral street is novel and attractive. Most of the passersby stop to look and some have come into the Library and made requests for books seen. The books are placed in the window by subjects relating to either an anniversary or some current topic. A neat sign is placed between the windows, directing people to the main entrance of the Library.

Both the Delivery and Registration Rooms have been cleaned and painted. The walls are a beautiful soft shade of green, and the ceilings white and buff. The architecture of the rooms has never shown up so nicely. The Registration Room is particularly

attractive. The moulding at the base of the ceiling in this room is most artistic, but was almost concealed before when the whole room was done in gray. The chandeliers have been relacquered and with the new inverted burners make a very brilliant appearance. The lighting is a great improvement and is very much appreciated by the public, as well as by the clerks.

The basement now presents the appearance of a good-sized library. As one looks down the stairway it is extremely pleasant to note the transformation from a former storeroom to a well-lighted stackroom. We deplore very much, however, that there is no way of getting the books from this place except by way of the stairs. The clerks find it extremely fatiguing on account of distance and a not particularly easy stairway. None of us, I am sure, ever realized before the Reading Room's great demand for all books classified under the letters P, R, S and V.

REFERENCE DEPARTMENT.

From all parts of the world, and on all possible subjects, the requests come to this Department whose usefulness has increased notably during the past year; for instance, a teacher in Japan writes:

"DEAR SIR—Would you kindly furnish me a list of novels, short stories and books on travel that give a foreign student a good idea of life in different parts of America? To be of any definite value the list would have to be given, naming the book, the author, the part of the country in which it is located. I understand that there are lists of this kind made out for use in the foreign department of our city libraries and I have taken the liberty to write and ask you to send me such a list. It will be of great help to us who are in the work here.

"Like many others, I am teaching English in the schools in Japan and find a constant demand for the names of books that they may read. I find my knowledge very limited when it comes to work of this kind and I am asking the assistance of those who are familiar with this kind of work."

Not a week passes without written requests from *The Sun* and *News Inquiry Columns*, and not a day, that these papers do not

ask for information over the telephone, most of which we are, fortunately, able to give them.

"Washington's Birthday," "Lincoln Day," "Maryland Day," "The Presidential Inauguration," etc., have aroused much interest in the young, and have been the occasion of increased attendance of our school children, who seemed to have resumed study with more earnestness than ever before. A recent debate on "High School Fraternities" among the pupils of the High Schools has been quite exciting and many of the bound volumes of the magazines are now showing the wear of frequent usage.

The recent contest for the best essay on "The Effects of Alcohol on the Body" aroused great interest in all of the school children, and at times, the demand for books was so great, it became a question as to how to supply them with needed references. The Library, with its numerous volumes of bound magazines, has certainly been a great boon to the students of Goucher College. For several weeks the students were in the habit of coming in daily for references in preparing for their final examinations; to such an extent have the books and bound volumes been used that on one day alone the final report at night amounted to over 500 volumes. This large number of books consulted in one day shows well what the Pratt Library is doing for the advancement of education. In consequence of the great use made of the bound volumes of magazines, we urge most highly the completion of a few of our broken sets; we often times find the need of just these lacking volumes. The condition of many of these bound volumes shows clearly what great use they have had, and many of them have, of necessity, been sent to be repaired or rebound before again going on the shelf.

Along a more serious line, the Lenten season likewise made quite a demand for books, religious and devotional. Clergymen of many denominations have found the Reading Room a quiet place for serious thought and study.

The Reading Room has been decidedly improved by the new chairs placed there during the year. Two additional tables were also added to our equipment.

The bulletin board claims much of our time and thought. Lists on the current topics of the day are being constantly posted, thus making it easy and convenient for our readers to get desired information. The many anniversaries, lectures, and art exhibits, recently held in our city, have also been noted, and suitable references have been placed on the board for our patrons.

The regular work of collating and preparing volumes for the binders goes on steadily. Lists are constantly being sent to the binders, and before very long are back again, ready for the accessioning and preparation for the shelves.

Owing to the difficulty we experience, in properly caring for the numerous pamphlets that are being daily sent to us, we have received a handsome oak cabinet in which these various publications are now arranged under subjects. As the references given in these publications are generally the latest, it follows that they are the most consulted material; consequently, the new cabinet helps us greatly in our work.

To still further aid our people and to bring before the public more noticeably the amount of valuable literature we are constantly receiving, a large card has been made and posted in the Reading Room announcing the various publications received here from the United States Government Departments. These documents contain the latest and best literature on the subjects of which they treat. Special mention must be made of the pamphlet literature we are continually receiving. In connection with this we have made subject cards for the public catalogue, in order that our collection may be of more service to the public. Since we have adopted this plan we find these documents are being called for more each day.

The Library has had occasion this summer to prove its usefulness to the students of two of our foremost universities. The annual examinations for Yale University were held here during the week of June 18-23, and those taking part were well looked after and cared for. The Johns Hopkins University likewise came in for special attention. Fully two hundred books were set aside for reference for those taking part in the summer course.

The night attendance in the Reading Room after six o'clock has been noticeably small. The closing at nine o'clock during June and September, in addition to July and August seems to have been wise. We feel that the needs of the public have at all times been fully met before nine o'clock and that none have suffered by earlier closing. Reference work at night during the summer months has been light.

Lists on the current questions of the day, such as the income tax, the tariff, city planning, sewerage, etc., have continually been made and posted on the bulletin board, thus saving time and labor to those interested in these subjects—then again, lists on city government, railroads, industrial efficiency have been made and distributed. One hundred copies of references bearing on penology have been made and sent out to those interested in prison reform.

Another way we have of helping our readers is the display window of the annex. Every week these cases are filled with new and attractive books, generally books bearing on the topics of the day, and on several occasions we have found this method quite helpful in acquainting the passerby with what books the Library contains. The following is a list of subjects we have recently displayed: Architecture, Panama Canal, Interior Decoration, Shakespeare, and Books.

The various holidays, such as Thanksgiving, Christmas, etc., always bring a great deal of reference work in the way of getting up plays, cantatas, etc., for the schools. Then, too, the young debaters of the various colleges claim a great share of our time and assistance. These young men are full of energy and never tire in obtaining all the material available.

The list of periodicals for 1914, both for Central and Branch libraries, has been carefully revised. Great care is always given to this revision of the magazine list and the changes are made for the betterment of the readers.

The collating and the preparing of the volumes for the binders for the first part of 1913 is now well finished. The examining of all the periodicals for the sixteen branches before getting off to the binders is looked after here; while this takes much time, we

find it is best always to take a look into the magazines in order to save trouble that might arise later.

The great amount of typewriting done in this department necessitates another machine. Occasionally we are forced to borrow one from another department of the Library. This we find very inconvenient, as it often happens we both need it at the same time. We hope the new year will fill for us this great need.

Selected lists of books and magazine articles upon the topics of the day have been posted on the Bulletin Board and have proven useful to the public.

The Reading Room of the Central Library was open every secular day of the year from 9 A. M. to 10 P. M., except during June, July, August and September, when it was closed at 9 P. M. On Sundays and holidays, except during the period from June 1 to October 1, and on Christmas, the Reading Room has been open from 2 to 7 P. M. The use on holidays and Sundays has been sufficient to warrant continuing such opening, except during the warm weather. There are 430 current periodicals on file. The largest circulation occurred on November 29, when 472 periodicals were used, and the smallest on July 16, when 112 periodicals were used. The Sunday and holiday circulation varied from 10 on February 22, to 145 on April 20. Ninety-two thousand and ninety-eight magazines were used in the Reading Room during the year, as against 89,369 in the previous year. The Reading Room was open 304 secular days, 34 Sundays and 5 holidays, or 343 days in all.

BINDERY.

The Bindery Department has the following record: Books mended, 69,109; books sewed, 5,468; books bound in Library, 589; books bound by outside binders, 827; books rebound by outside binders, 6,376. Of the number of books mended, 18,249 were mended at the Central Library; at Branch No. 1, 7,792; Branch No. 2, 1,921; Branch No. 3, 3,822; Branch No. 4, 2,897; Branch No. 5, 4,969; Branch No. 6, 3,066; Branch No. 7, 4,008; Branch No. 8, 2,558; Branch No. 9, 2,650; Station No. 10, 1,494:

Station No. 11, 4,801; Branch No. 12, 1,865; Branch No. 13, 4,285; Branch No. 14, 2,020; Branch No. 15, 1,975; Branch No. 16, 737.

Of the total number of books sewed, 1,765 were sewed at the Central Library and at the Branches as follows: Branch No. 1, 251; Branch No. 2, 438; Branch No. 3, 287; Branch No. 4, 378; Branch No. 5, 181; Branch No. 6, 188; Branch No. 7, 96; Branch No. 8, 250; Branch No. 9, 256; Branch No. 12, 213; Branch No. 13, 414; Branch No. 14, 143; Branch No. 15, 239; Branch No. 16, 369.

CIRCULATION—GENERAL.

One of the most popular college teachers of English, Prof. Wm. L. Phelps, in his recent work entitled, "Teaching in School and College," said: "A man who studies literature is forever hanging pictures on the walls of his mind—life becomes to him more interesting and more happy as he grows older. His favorite authors are both a refuge and an inspiration."

The public library is able to give men access to a picture gallery of this sort, of vast extent. It is the storehouse for the best of the literature of the imagination, and the books which contain the record of the scientific knowledge which men have attained. All men need books of both these kinds. As it was well expressed in an article entitled, "A Necessary Corollary" which appeared in *New York Libraries* for August, 1913:

"Most people are in want of what imaginative literature can give; all people are in want of the literature of knowledge, and neither individual or social well-being or progress is possible without it. It is true, we are living in an age when men and women are in special need of relief from overstrain, and fiction furnishes a needed antidote for this. It is just as true that we are living in an age in which the life and work and practical problem of every man and woman are peculiarly dependent for a successful issue on the exact knowledge that is made available in books."

These books we endeavor to provide in every language which is spoken or read by any considerable number of people in Balti-

more, but as is fitting, those in the English language form by far the greater part of our collection, and the resources of the books in English may hardly be better stated than by Lord Macaulay in a brilliant passage quoted by his nephew, G. O. Trevelyan, in "The Competition Wallah" at page 322:

"The claims of our own language it is hardly necessary to recapitulate. It stands pre-eminent even among the languages of the West. It abounds with works of imagination not inferior to the noblest which Greece has bequeathed to us; with models of every species of eloquence; with historical compositions, which, considered merely as narratives, have seldom been surpassed, and which, considered as vehicles of ethical and political instruction, have never been equalled; with just and lively representations of human life and human nature; with the most profound speculations on metaphysics, morals, government, jurisprudence and trade; with full and correct information respecting every experimental science which tends to preserve the health, to increase the comfort, or to expand the intellect of man. Whoever knows that language, has ready access to all the vast intellectual wealth which all the wisest nations of the earth have created and hoarded in the course of ninety generations."

It is quite fitting that the public library should have reached so great a development in the United States, where the republican form of government has so long been established; for as Mr. George P. Brett said in an article written in the April, 1913, issue of the *Atlantic Monthly*:

"In such a country as our own, the dissemination of knowledge and information regarding good books may well be regarded as educational work of the highest value and importance.

"Especially is the distribution of good books important to a nation approaching the limit of its free land, foreseeing a time when its material resources will no longer be considered inexhaustible, and with a constantly growing discontent and criticism of existing conditions, an unrest only too likely to lead to social and political experiments of doubtful value. The American people, in this time of rapid change, need nothing else so much as the calm judgment that comes from a knowledge of the best literature."

While we endeavor to give the broadest opportunity to read, or refer to all sorts of books on all subjects, it has been our constant endeavor from the opening of the Library to have the masterpieces of the world's literature put before our borrowers. We have striven to inculcate in the people of Baltimore these principles so well expressed by Hamilton W. Mabie in an article which was reprinted in the *Publishers' Circular* for February 8, 1913:

"The man who would get the ripest culture from books ought to read many, but there are a few books which he must read; among them, first and foremost, are the Bible, and the works of Homer, Dante, Shakespeare and Goethe.

"One needs to read many books, to browse in many fields, to know the art of many countries; but the books of life ought to form the background of every life of thought and study. They need not, indeed they cannot, be mastered at once; but by reading in them constantly, for brief or long intervals, one comes to know them familiarly, and almost insensibly to gain the enrichment and enlargement which they offer. Moreover, they afford tenfold greater and more lasting delight, recreation, and variety than all the works of lesser writers. Whoever knows them in a real sense, knows life, humanity, art, and himself."

Another leading American literary man, Dr. E. Benjamin Andrews, in the *Popular Science Monthly* for August, 1913, well expressed similar ideas as follows:

"Studious, persistent familiarity with noble letters will place you among the knowing, and it is worth all the effort it can possibly cost you. It will give you, if not the ideal education, a real education, broad, full, useful, enjoyable, a fortune which wealth could not buy. It will keep you from being a boor and make you a cultivated person instead.

"As already said, we cannot read all even of the best; which remark naturally forces a search for some principle or principles by which to make selection. Two principles suggest themselves, one objective, the other subjective. The objective one is that the very greatest classics in the world's literature, Homer, Plato, Dante, Shakespeare and Goethe, should be more or less familiar to

all. The subjective principle is: Consulting your occupation or your bent, select some specialty in letters and do your main reading with reference to that."

We also feel sure that our persistent endeavor from the beginning, to bring such literature before the people of Baltimore, has not only induced them to borrow good books from our shelves, but has also induced them to buy books for their own private use. The relation of the public to the private library has never been better stated than by Dr. Arthur E. Bostwick, in his delightful articles which appeared in the *Bookman* in the latter part of 1913, in which articles he said:

"The public library may thus perform important functions in the selection of books for private ownership, serving as a great storehouse for reference and for testing one's likes and dislikes. * * * There must, of course, be some place where the book is seen and handled for the first time. The beginner cannot tell much from catalogues. This place of first intention may be the public library, or the house of a friend, or a good book store.

"In particular, we occasionally hear the complaint that the public library, by its free lending of books, is discouraging the book-owning habit. This complaint does not come from the publisher and bookseller so often as it did once; for these, apparently, are gradually accepting the librarian's point of view, which is that the public library, by fostering the reading habit on a larger scale—a vastly larger scale than that on which it can offer the public loan of books—has been also encouraging a commercial demand for literature.

"The Public Book Collection is not intended as a substitute for the private library, nor does it so act. It may rather be described as an institution one of whose chief functions is to make possible a sane and well-considered private ownership. Some of its books, it is true, are too rare, or too large, or too expensive for the private owner to consider them as possibilities for his own library. Most of the others, too, are books that he would scarcely choose for intimate, permanent companionship. And yet there are potentialities in such a large collection, and the larger it is, the greater becomes the chance of making friends in it—of being able

to choose from it the few intimates that are to be the joy of the book-owner's lifetime.

"Such a use of a public collection of books is peculiarly modern, and it embodies the modern idea of a live, as opposed to a dead, literature. The modern library is treating literature as seed and, therefore, distributing it as widely as possible."

The circulation at the Central Library has diminished during the year. This is partly due to the fact that we are no longer so close to the residential portion of the city, and also for the reasons given in the report of the Head of the Department, namely—

"We very much deplore that the circulation of books has been so small this summer. People seem to be reading less and less, especially during the hot weather. There are too many other diversions. When one considers the many amusements offered on every hand one cannot expect much to be done in the way of reading. Then, too, we find magazines filled with stories in almost every home. These are light and entertaining and do not require thought or time of a five hundred page novel."

We are not alone, however, in meeting this difficulty, for we find that in the Report of the Public Library of Concord, New Hampshire, for 1912, the following statement is made:

"Ten years ago it would have caused us to worry to find the desk work falling short, but as every year is increasingly crowded with entertainments in town, it seems inevitable that fewer books will be taken out from a public library for home reading when people stay less and less in their homes."

The windows of the annex, 404 Cathedral street, are being used for display. One of these is dressed by the Delivery and the other by the Reference Department. Great care has been exercised in making selections of subjects and books. They must be such as catch the eye and thus interest the passersby sufficiently to make them pause and look. As we anticipated, quite a little interest has been awakened and some people are just learning that this Library of almost two hundred thousand volumes has the very best literature to offer them. We have catered to music lovers, cooks, travelers, historians, etc., not forgetting anniversaries of all kinds. Of course, all who stop do not come in, but who knows how many may become impressed to patronize us later.

There has never been a time in the history of the Library when there have been so many changes made in the clerks in the Delivery, caused by resignations as well as by illness. For several months toward the end of the year we have had five substitutes. Whilst they were all eligible young ladies, and have worked enthusiastically, they do not take the place of experienced clerks familiar with shelves, books, reference work, card catalogue, etc. I find it always takes a new clerk some time to realize the importance of placing books in their proper places upon the shelves.

Our list of substitutes is very short at present. We have very few applicants with the required education and refinement who are willing to wait for positions which pay such small salaries. We are each year depending more and more upon school girls as summer substitutes and this winter the Branches would be at a great disadvantage if it were not for several students who are willing to work out of school hours.

CIRCULATION—CENTRAL LIBRARY.

The books on selected subjects, placed on the uppermost shelf in the delivery room showcase, show the following results: In January we circulated 532 books in European History, as against 488 in 1912; in February we circulated 260 books in Education, as against 196 in 1912; in March we circulated 200 books in Medicine, as against 124 in 1912; in April we circulated 332 books in Military, Naval and Recreative Arts, as against 196 in 1912; in May we circulated 483 books in American History, as against 366 in 1912; in June we circulated 305 books in Political and Social Science, as against 202 in 1912; in July we circulated 255 books in Biography, as against 172 in 1912; in August we circulated 263 books in Poetry, as against 180 in 1912; in September we circulated 178 books in Voyages and Travel, as against 49 in 1912; in October we circulated 406 books in Natural Science, as against 245 in 1912; in November we circulated 603 books in Essays, Miscellaneous Works, etc., as against 557 in 1912; in December we circulated 519 books in Religion, as against 282 in 1912.

During the year the home circulation from the Central Library amounted to 179,662 volumes, of which number 124,357 or 69

per cent. were works of fiction. In addition there were sent to schools and institutions 23,128 volumes, of which number 18,162 or 79 per cent. were works of fiction. The Library was open for the circulation of books 304 days. At the Central Library, April 12, was the day of largest circulation, when 1,417 volumes were given out. The smallest circulation occurred on September 12, when 319 volumes were used. The average daily circulation was 976. These figures do not include reference use on Sundays.

The average circulation of each book in the Central Library was 1.62. Considerable use is made of the privilege of renewal, which is granted for books not English fiction, that have been in the Library for more than a year and are not especially withdrawn from renewal.

During the year 661 notices reserving books have been sent out. This reservation is made for a period of twenty-four hours, of all books except fiction, upon the borrower depositing two cents with the Library. A notice is then sent him, when the book is returned to the Library, and the book is kept subject to his order for twenty-four hours.

OUTSIDE DELIVERY.

While this Department has no remarkable events to record, it reports a constant and increasing activity. During the summer months, the use of the Library by the Playgrounds was greater than in previous years, and the use of the Central Library books by the Branches has been more extensive than in any previous years. The reference work in connection with applications from the Branches for assistance, is an important feature of the Department's activity, and takes much time and effort on the part of the staff.

The circulation of our books among the blind throughout the State, has been an important and interesting feature.

It is pleasant to be able to note that one new point of distribution, at School 65, came through the transfer of the teacher who had used the books at another school, and that throughout the busy last portion of the year, the department stores and the

Postal Station continued to borrow books, although it was the time of their most arduous work.

BRANCHES IN GENERAL.

No new site for a Branch has been given during the year, although considerable interest in obtaining such sites was manifested in various sections; thus the East Baltimore Neighborhood Association has the securing of a new building for Station No. 11 among the objects for which it is working. A number of gentlemen in the vicinity of Park and Callow avenues, have interested themselves in securing a lot there. The Edmondson Terraces Improvement Association has asked that a Branch be placed within their territory; the Western Annex Improvement Association hopes to secure a site in the neighborhood of Baltimore and Catherine streets.

At the time of the death of Mr. Adam Schnell in September, it was several times suggested in the daily newspapers, that a Library Building in the neighborhood of South Broadway would be the most suitable memorial for him who had labored so long and faithfully to secure such a structure.

Branches 3 and 5 were remodeled this year, and there yet remain four Branches which need remodeling. In addition to the remodeling of the Branches, the eight old Branches ought to be wired for electric lights, which would cost about five hundred and fifty dollars (\$550.00) per Branch, and they ought also to have floor covering of linoleum placed in the Reading Rooms at a cost of about two hundred and fifty dollars additional. The Inspector of Branches writes as follows with reference to the remodeling of these branches:

This work was done during the hottest weather we had, and the moving of thousands of books was not an easy matter, when one considers that in the old Branches we have to contend with books classified under old and changed numbers. The remarkable feature of this work was that both Branches were open to the public during the whole time of the remodeling, and we feel amply repaid after working under such disadvantages, when we look upon the great transformation now.

For a number of years past we have been fortunate to be able to secure the services of a carpenter who attends to the numerous repairs which are needed in different parts of the library system. Year by year we take more of the time of such a man, and it may be that in the not distant future we shall find it advisable to imitate the Minneapolis Public Library and add a carpenter to our staff of employees.

The establishment of the position of Inspector of Branches vindicated itself completely during the past year, and proved one of the most useful forward steps ever taken by the Library. A standardization of methods was secured by the efforts of the Inspector, which have been of great value, and her close touch with the Custodians and the assistants at the Branches has been extremely useful. She took stock at the Branches in the spring, and while this occupied a great deal of time, it has proven of great use.

Frequent visitations are made by her, at every Branch, and of these visits she writes:

The annual stock-taking has progressed satisfactorily. It is a task of considerable magnitude to ascertain the whereabouts of over 300,000 volumes, and the work demands care and accuracy. At the Branches this work has been much complicated this year, because of the reclassification of books in progress at the first seven Branches.

Two new and important forward steps were taken in the autumn. A monthly prize was established with the following conditions: To the Branch whose accomplishments in efficiency seem most worthy during the month a prize of five dollars is awarded. The amount awarded is expended for the benefit of the Branch, at the suggestion of the Custodian and with the Librarian's approval. The establishment of this prize has given rise to a very healthy spirit of emulation among the Branches. It was awarded as follows: To Branch No. 3, for the Custodian's excellent quarterly report; to Station No. 11, for its large increase in circulation and for its successful institution of the "Ladder of History"; to Branch No. 16, for its adult and boys' clubs; to

Branch No. 9, for the recovery of borrowers, and the registration of new borrowers.

The other new feature of the Branch Library work was the organization of reading clubs for adults in the autumn. These clubs were established in several of the Branches with considerable success. We had long felt that while it was fitting that children should be given all the attention possible, there was an undue emphasis laid upon our work in the endeavor to reach children while neglecting adult readers. We feel sure that the initial success of the Adult Reading Clubs has been such as to justify their continuance.

The iron railing taking the place of the old wooden step covers at each Branch forms quite an improvement, and the new signs placed on the old Branches not only add to the appearance of the buildings but also are a guide for the people. Several nice lists have been prepared for the Branches, including "One Hundred Best English Novels." These are posted on the bulletin boards with the Branch number opposite each title. The new book supports are a great improvement over the old covered bricks that the Branches heretofore used.

BRANCH NO. 1—FREMONT AVENUE, NEAR LAFAYETTE AVENUE.

In the Reading Room 14,315 magazines and 11,210 books were used. The home circulation amounted to 35,067, of which number 26,733, or 76 per cent., were works of fiction.

The total circulation amounted to 46,277, and the average circulation of each book was 2.87. The Branch, in addition, circulated 982 books through delivery from the Central Library. The highest circulation, 263 volumes, occurred February 24, and the lowest, 68 volumes, occurred September 12. The average circulation was 152.

The conspicuous service which this Branch renders to the whole system comes from the fact that herein all of our apprentices receive a portion of their training. We require each apprentice to study the Branch work in two Branches, and try as far as possible to have the same two used by all the apprentices. The minute accuracy and high conscientiousness which characterize

the work of this Branch make it especially suitable for such a purpose.

It has also been pleasant at this Branch to see that the faithful efficiency of its staff has been rewarded by an increase in the home circulation, marking a turn in the tide which had shown a diminished number of books drawn each year, for several years past. The bulletin board has been provided with frequent and admirable lists.

The Branch is much in need of remodeling, and were it financially possible, it would be desirable to install electric lights here at the time of such remodeling. This Branch has been taken as the norm for the reclassification of books, inasmuch as its collections are more extensive than those of any other Branch. In the early months of the reclassification the books were sent to the Central Library for reclassification, and were then examined as to the desirability of continuing to keep them in the Library, but in the autumn the Librarian spent several afternoons at the Branch examining the classes which had not been reclassified, so as to determine what books should be discarded. This latter method has somewhat expedited the work. It is pleasant to be able to report that more than one-half of the volumes at the Branch have been reclassified.

The reference use of books at this Branch showed a noteworthy increase during the last year, and most of these books were used for a serious purpose. The perseverance of the assistants was of great value in this reference work, and they have used the Library of Congress cards for criticisms of books, by taking the date of publication from the card and referring to the bound periodicals of that date, so as to secure the desired criticism.

This Branch was connected with the sewer early in the year.

In December a small boy, living in the neighborhood and who attends one of the schools near Branch One, brought a request from his teacher for application slips for each member of her class, and for a list of books. He is a restless little fellow and has many times made us feel that our efforts to interest him were of no avail. It was, therefore, especially pleasant to have him come with such a request, jubilantly stating that he had been tell-

ing all the boys about the books he had found at Branch One. We determined to make the most of this opportunity and decided to send three lists to this teacher, hoping she would follow the example of her scholar and spread the news of the many good books to be had for the asking. List No. 1 was a complete list of all the books which have, up to this time, been placed on our Young People's List. List No. 2 was a list of books arranged according to school grades, compiled with the help of "Field's Fingerposts to Children's Reading." List No. 3 was a list of books arranged according to ages, also compiled with the help of Field's book. This work accomplished we waited for results. The results made us determine to ask again that all children who were able to read might be registered, provided they could get some one to act as guarantor. We now hand the following form to children who want cards:

"You may have an Enoch Pratt Free Library Card if you are able to read this notice—

"Always come to the Library with clean hands.

"Walk into the Library quietly.

"Make as little noise as you can while in the Library.

"If you cannot find a book you like—*ask a clerk*.

"Always write your name and where you live on a Library Slip and hand it in with your Library Card.

"Walk out of the Library quietly."

We have had the pleasure of registering a number of children who would have been denied the privilege, or who would have obtained it by telling an untruth, when the registration was entirely based on age.

It is unquestionably true that the best work cannot be shown by statistics. Grown people and children show, in many little ways, how lost they would be were it not for the Library. We cannot help but feel deeply interested in our work, even though the increase in circulation is comparatively small.

BRANCH NO. 2—HOLLINS STREET, NEAR UNION SQUARE.

In the Reading Room 8,414 magazines and 7,229 books were used. The home circulation amounted to 39,192 volumes, of which number 33,955, or 87 per cent., were works of fiction.

The total circulation amounted to 46,421, and the average circulation of each book was 3.25. The Branch, in addition, circulated 1,655 books through delivery from the Central Library. The highest circulation, 248 volumes, occurred February 24, and the lowest, 71 volumes, occurred December 23. The average circulation was 152 volumes.

During part of the year the circulation was not as good as we would wish, because the street in front of the building was torn up for some months in order to lay a sewer, and it was inconvenient to get to the Library.

Our class of patrons has changed in recent years; most of the former ones have left this part of town, and their place has been taken by a different class.

We have more children in proportion than we used to, and as a rule they have learned to be more helpful; formerly they depended on us to show them different books from which to choose, now since we have explained that they must go to the card catalogue and select their own books they do so. Those who understand how to find the books take great pleasure in helping the children who do not seem to know what they want.

BRANCH NO. 3—LIGHT STREET, NEAR RIVERSIDE PARK.

In the Reading Room 8,131 magazines and 1,989 books were used. The home circulation amounted to 37,563 volumes, of which 30,539, or 81 per cent., were works of fiction.

The total circulation amounted to 39,552, and the average circulation of each book was 3.23. The Branch circulated 1,184 books through delivery from the Central Library. The highest circulation, 316, occurred February 24; and the lowest, 51, occurred September 12. The average circulation was 130 volumes.

In June we remodeled this Branch to great advantage, as is shown by the report of the Custodian reciting the need of the alteration and the improvement made thereby.

In the first place, the outside of the building, sadly in need of paint, presented a none too inviting appearance. On entering, it was worse. The plaster had fallen off in places, while the faded and dirty frescoing gave the entire building a dingy appearance.

Our tables and wood-work, scarred and bare, gave evidence of the hard usage to which they had been put ; while the constant cry of the public for open stacks emphasized the fact that the most important step to be taken at Branch 3 was to remodel the entire building.

In the spring the rumor was circulated that two of the Branches were to be remodeled. The condition of our Branch was a most eloquent argument in its favor, and a short time afterwards the remodeling was begun.

The brick wall separating the stacks from the delivery room was removed and the partition between the reading and delivery rooms was taken away, thus throwing the three rooms into one. The vestibule was renovated and glass doors placed at the entrance. The old wooden partition was ingeniously used to form an additional small room for the office, and the old straight counter, renovated and remodeled into a hollow inclosure, was placed in the corner of the room opposite the entrance. The walls were frescoed a beautiful green and a white ceiling added to the cheerfulness of the room.

Shelves were placed around the walls of the room, and everything outside and in received a fresh coat of paint or varnish. All this was done without depriving the public the use of the Library for a single day.

We were also the recipient of four splendid new reading room tables, two of which are used for adult readers and the remaining two are used to good advantage in the stacks. The old gas fixtures have been refinished and a Welsbach light, placed on the desk, fills a long-felt need.

The results have exceeded our wildest expectation. Bright, cheerful and inviting, our Library is now one of the most attractive in the city. The public no doubt feels this as well as we do ; for patrons who formerly left immediately after receiving their books now adjourn to the Reading Room and spend part of the evening with us, and people who have not visited our Branch in years have called and asked to be shown through the building.

Our circulation, especially of miscellaneous books, has increased, and we were much pleased that we secured the highest

circulation of any Branch in a number of weeks during the year. This no doubt can be traced to the open stack and the ribbon arrangement of books. As a matter of fact, the outlook is so promising that the entire staff feels amply repaid for past efforts to make the Branch render the greatest possible help and enjoyment to its patrons.

I am sure that the Board of Trustees would feel much gratified to hear the many expressions of gratitude and appreciation on the part of the public. These may be all summarized in the statement of one of our patrons, who said that the "Librarian and Board of Trustees are to be thanked and congratulated on their generous improvements." The entire staff echoes these sentiments.

But two more things are needed to fill our cup to overflowing—they are the installation of electric lights and covering for the floor. However, we have been so generously treated in the present instance that we are well satisfied to leave these to the future.

Usually the cry is for the latest fiction, and the standard novels are neglected for these. But we have been very successful in recommending the standard books, when the latest ones are not to be had.

We received several new books of natural history, mechanics, and electricity, all of which are very much enjoyed by some of our readers. The mechanical and electrical books are very much in demand at our Branch, and often our orders for them are supplied from the Central Library, as we have not the ones desired.

The changing of the numbers is progressing very rapidly, and although it requires a great amount of time, we are anxious to complete them. Some of our time was spent in preparing lists of the juvenile books for the school teachers, which have proved a great help to the clerks in supplying the children with their books. These lists the teachers post in the class rooms, and it is very interesting to hear the children praise the books they have read from the lists because the teacher recommended them.

The clubs were very successful in the winter, and although the attendance fell off toward spring, the few that remained showed a decided interest and enjoyed coming very much. After being

suspended during the summer, they were resumed in the autumn with an attendance of thirty or forty.

Especial interest was shown in the fall by a number of school teachers, who brought in entire classes of boys to register.

BRANCH No. 4—CANTON.

In the Reading Room 7,597 magazines and 3,974 books were used. The home circulation amounted to 28,832 volumes, of which number 22,405, or 78 per cent., were works of fiction.

The total circulation amounted to 32,806, and the average circulation of each book was 2.68. The Branch circulated in addition 733 books through delivery from the Central Library. The highest circulation, 234, occurred February 24, and the smallest, 51 volumes, occurred September 12. The average circulation was 107.

From the reports of the Custodian the following paragraphs are taken:

The few improvements made at our Branch early in the year were greatly needed and are very much appreciated. The new floor in the janitor's room and the cupboard built for him add to the general appearance of the cellar.

Our United States histories have been in demand; at times we have to search to find one copy. The most popular ones are kept the full amount of time, and often a child will ask to have the book transferred to his card from that of another child of the same class.

Nearly every month of the year the circulation has shown an increase over that of last year.

The interior of our building is very unattractive at present; it is badly in need of paint and frescoing. We sincerely hope that electric lights will be installed when our Branch is remodeled, the gas is so unsatisfactory.

The changed numbers require so much time that it is impossible for us to make as many lists for the public and change our bulletin board as often as we think it should be done.

One of our most interesting patrons is a young Japanese, who is here studying the fertilizer business. It would be very gratify-

ing indeed if more of the people coming into the neighborhood would find the Library as quickly as he did and make as good use of it.

In the old Branches, where the card catalogue is so incomplete and where the stacks are closed, it is often necessary to show one person six or eight books. This of course makes extra work and greater risk of losing books; yet we lost only one book.

The new books just received give us splendid material to bring before the public on our bulletin board. It is surprising how a simple illustration will call attention to the books listed. Several Germans have registered recently, making a greater demand for more German books. We have had special requests for children's books in German.

With few exceptions the mothers in this neighborhood have the work of the home to do, many of them having the washing, ironing and sewing for the family included. The children, as soon as they are old enough, have to help earn the living. When we consider these things, we are not surprised at adults not coming to the Library very often, and at those who have cards depending on their children for their books.

There are several young men who come to this Branch to study, among them a Polish boy. One evening when he returned the books he had used for reference I remarked that I believed he liked our Library. He answered: "I do; it is quiet here and I can study; we have so many children at home."

BRANCH No. 5—NORTH BROADWAY, NEAR JOHNS HOPKINS HOSPITAL.

In the Reading Room 4,853 magazines and 2,323 books were used. The home circulation amounted to 33,723, of which number 27,031 volumes, or 80 per cent., were works of fiction.

The total circulation amounted to 36,046, and the average circulation of each book was 2.52. The Branch, in addition, circulated 653 books through delivery from the Central Library. The highest circulation, 240 volumes, occurred February 24; the lowest, 54 volumes, occurred September 12. The average circulation was 118 volumes.

From the report of the Custodian we quote the following sentences:

We frequently find boys and girls after receiving cards for themselves bring their friends to get applications that they may have the same pleasure.

During the past year our building has undergone a thorough renovation; the work of remodeling was started on May 26, and we had all the books replaced and were ready to open by June 27.

The arrangement of the books ribbon-fashion has caused many books other than fiction to be circulated. It was puzzling at first for the public to know how to find the books, and we frequently had to go to the stacks with them and show them the different divisions. Indeed, it was like learning the work all over for ourselves at first.

The circulars which were distributed around the neighborhood telling of the improvements have brought some new people, and others who had not been using their cards for some time have re-registered.

Our people seem to appreciate the open shelves, as they can wander around taking down the different books, so that we forget they are in the building. Some of the students at the Johns Hopkins Medical School find the Reading Room a good place to do their studying. The children have enjoyed being able to select the magazines in the Reading Room for themselves, and we hope they will soon learn to put the papers and books in their proper places.

We still have considerable selecting of books to do, as the children are sent for books by older people; so we keep some books at the desk to be used for that purpose. The vestibule has been painted and adds much to the beauty of our building, and the placing of the desk in the front of the delivery room has made our work much pleasanter during the summer.

At this Branch the assiduity of the janitor in caring for the garden is again to be noted. He has utilized a large number of bricks which were left after making repairs in paving that portion of the cellar floor which had previously been improved.

In the early part of the year sewer connection was made at this Branch and new plumbing was put in.

Two reading clubs were started—one for the small girls and boys, who call themselves “Busy Bees,” and the other for larger girls, who have taken up the study of the life of Longfellow, with the readings from his poems. They call themselves “The Longfellow Literary Society,” and their badge is composed of olive and gold ribbon.

In the autumn a collection of Bohemian books, including those recently purchased, was placed at this Branch and met with good patronage.

BRANCH No. 6—PEABODY HEIGHTS.

The home circulation amounted to 25,506, of which number 20,220, or 79 per cent., were works of fiction.

The average circulation of each book was 2.08. The Branch, in addition, circulated 2,088 books through delivery from the Central Library. The highest circulation, 176, occurred February 24, and the lowest, 35, occurred September 12. The average circulation was 83 volumes.

The reference work has been unusually heavy with us this year; one attendant could very easily devote her entire time to this work alone, especially when we have the lists from Goucher College. I have received two encouraging letters from members of the faculty there thanking us for our help to the College girls, and we feel that our labor has not been in vain.

The boys, or I should say young men, are our worst problem; it is at times almost impossible to keep order such as we ought to have to make the Library an inviting place for adults and children (who often bring their school books here and study their lessons) to read and study. We have been compelled to ask for help from the police.

The same insistent call for new books (fiction) from the public comes to us day after day; the new books on astronomy, electricity and so forth which we have lately received have been very much appreciated, especially by the children, the majority of

whom take out books of this kind rather than of fiction—often using both borrowers' and students' cards for them.

Two new, long tables were received in the spring and placed in our adults' side of the Reading Room and the old round ones were added to those for young people; it was interesting to note that the first afternoon after they were put in that part of the building every table was occupied and nearly every one was filled.

We still ask for electric lights at this Branch, for there are many corners which need light so that we may be able to see the numbers and titles of the books, which are rarely taken from these places, because patrons don't care to bother about the books unless they are convenient to them.

It is amusing the way the younger patrons depend on the Library for their books. Quite frequently we hear: "Please pick me out a nice book; I would like the ones you give me better than the ones I take myself." Or, again, "Please give me something for a girl about my age." (Age being about twelve.) And it requires rather a wide knowledge of juvenile fiction to satisfy this portion of our public.

The yard has been very attractive this summer, and has been a pleasure to our neighbors as well as to us. As one old friend of the Library expressed it, she had a lovely bit of country just outside her window, even though she spent her summer at home.

The circulation shows in actual figures only a small part of the work done at this Branch. Our reference work is heavy, and particularly since the beginning of the school session this year, the children from the primary and grammar schools in the neighborhood rely on us more and more for reference books for their school work; they come to us with a most worried expression on their faces and tell us of some (to them) awful thing they are compelled to look up, and when we find something which is "Just the very thing we want to know," they are perfectly happy and go out firmly convinced that you can get anything you want at the Library.

Then, too, our circulation is small, because so many people come to the Library and read instead of taking a book home on a card; since we have had free access to the shelves, I notice boys espe-

cially who come to the Reading Room night after night, go directly to a shelf, take down a book and read the entire evening. I often find a book which has been hidden from one day to another and the reader's place marked.

Sewer connection was made at this Branch during the year.

BRANCH No. 7—WOODBERRY AND HAMPDEN.

In the Reading Room 10,679 magazines and 1,198 books were used. The home circulation amounted to 18,396, of which 14,532, or 79 per cent., were works of fiction.

The total circulation amounted to 19,594, and the average circulation of each book was 2.36. The Branch in addition circulated 708 books through delivery from the Central Library. The highest circulation, 150, occurred February 24, and the smallest, 26, occurred May 21 and August 1. The average circulation was 64.

The work at Branch No. 7 during the year has been encouraging. A list of technical books was made and sent to the cotton mills, where it was well appreciated. The majority of the patrons of the Branch, however, are children, whose conduct for the most part is very good.

The circulation decreased as usual as soon as the warm weather arrived, cards being brought in by the children, with the request that these be kept until the autumn.

The work at Branch 7 during the summer months was not encouraging, so many of our public said it was too warm to read. When they have been working in the close, stifling mills all day, they would rather take a car ride or go to the park and rest.

Not long ago I happened to meet a patron of Branch 7 who has not been in for some time. I asked her why she had deserted us. She answered with the question, "Have you received any new books recently?" Fiction, of course, was what she wanted. I could not tell her we had anything new, but I felt sure there were some she had not read. She said no, it couldn't be possible; she had read all of them once and most of them twice, and refused to go through the list a third time. And so we meet the

cry for new fiction at every turn. It's quite a relief to know that the children are as well pleased with a book dated ten years back as one issued last year. Their only demand is that they haven't read it and it is "good."

The reference work at Branch 7 is not very encouraging during the summer months; but with the county teachers' institute in session in September, we have had quite a little work in that line.

The building, both interior and exterior, needs paint very badly. It is hoped that at least the exterior will be done in a few months.

When we become discouraged about our circulation, reference work, etc., we look to our garden of flowers, and that meets our most exacting demands. The roses have bloomed continuously all summer and the other flowers in their season have done their very best. The public has been quite appreciative of our efforts to brighten up an otherwise badly lighted desk. With the purchase of a few vases we have been able to bring part of our garden at least directly to our public. When I returned from my vacation, the clerks had the Library very prettily decorated, which gave me a feeling of pleasant welcome.

Our boys' club had an average attendance of twelve or thirteen boys in the early months of the year, although some evenings there have been as many as twenty present. As yet we have attempted nothing more ambitious than to entertain the boys, but we hope, as they become more interested, to take up something instructive as well as entertaining. The club was suspended for the summer. When we resumed work in the autumn we had thirty-nine little girls on roll and fourteen boys. The girls call themselves "The Sunshine Club" and have pink and white badges.

BRANCH NO. 8—WALBROOK.

The home circulation amounted to 20,992, of which number 17,410, or 83 per cent., were works of fiction.

The average circulation of each book was 4.06. The Branch, in addition, circulated 1,801 books through delivery from the Central Library. The highest circulation, 140, occurred July 7, and the smallest, 22, occurred May 23. The average circulation was 69 volumes.

The attractive frame building, which was the first one erected for public purposes in Walbrook, and in which the various Protestant churches of the vicinity held their initial services, is becoming too small for the growing work of the Branch, and the residents of the neighborhood are petitioning us for greater facilities. Both from the desire to preserve the building, which is of some historic interest to Walbrook, and also because the structure is well built and attractive, it seems a pity to tear down the edifice, and I hope that the Trustees will be able to provide the additional accommodation needed here, placing upon the lot adjacent to the present structure a book and reading room, and utilizing the present building as a lecture hall and club reading room, for which purposes it is admirably well adapted. The appearance of the building was improved by painting the exterior early in the year.

An improved pavement was laid on the street in front of the building during the summer, which will make conditions much more satisfactory during the coming winter. Street lights were also placed immediately in front of the entrance.

The increase in the general work of this Branch made it necessary to appoint a second assistant in April.

From the Custodian's reports the following sentences are taken:

At times our young people's room reminds one of a kindergarten; the children, especially the little folks, enjoy having the use of the smaller chairs and tables, on which are placed the children's magazines. The privilege of looking over the books also appeals to many.

A little girl of seven, after spending an afternoon in our Library, told her mother she had such a good time and liked it so much she wanted to be a "Libraist" when she grew up.

Two little girls were in the young people's room; one picked up a book, looked inside, and discovering the price of the book said: "Gee! This book cost a dollar and a quarter, and we can read it for nothing; just think of that!"

The variety of birds in Walbrook arouses intense interest in both young and old, and constant inquiries for information on bird life are made. Our excellent new accessions just along this line are received with enthusiasm and delight.

Four nicely framed pictures of distinguished scientists were presented to the Branch by one of our patrons, Mr. Charles R. Schirm.

With the continued growth in our circulation and the manifest interest shown by many of our patrons, we cannot but feel that our prospects are promising for a very busy winter, provided we have placed in our Branch a collection of new fiction with which to supply our many demands. Indeed, this has become a serious and embarrassing problem with us, when we see the same people coming day after day for fiction and are unable to find satisfactory selections for them. Constantly we are calling upon Central for help, but disappointments in this are also experienced. Many lists sent to the Central Library daily are returned to us marked, "Books out." Naturally our patrons seek other places for their light literature, especially as two stores in the immediate vicinity rent new novels at two cents a day.

It is not an unusual occurrence to be called to the telephone and asked, "Have you received any new books?" In trying to evade such a serious question we invite the questioner to come to the Library, saying, "We think we can find something you have not read."

It is pleasing to see how many boys are interested in our new collection of books on electricity and science.

China was the topic study adopted by the Mission Study Class of one of the churches in the neighborhood, and most of the reference books were procurable at our Branch. Of this we were very proud, as it avoided unnecessary delay in waiting for books from the Central Library, a fact especially appreciated by the borrowers.

Graded lists of books obtainable in our Branch were made and sent to the surrounding schools.

The usefulness and pleasure our little Branch affords the people of our community were very strongly brought to our observation in November, when we reached the highest circulation in the history of the Branch. One thousand nine hundred and twenty-six books were circulated from our shelves, 239 borrowed from the Central Library, making a total of 2,165 for the month, which were distributed through our Branch. Through

the efficient and prompt efforts of the Superintendent of the Outside Delivery, we are able to meet many demands brought us by students from a nearby college, as well as other reference work, which at times is quite heavy.

It is curious to note how frequently some of our patrons are willing to read a book the second time, simply, as they remark, "For the sake of having something to read," while others are seeking information in their various lines of study. The little ones, too young to read, find pleasure in looking at the picture books. Pictures of Santa Claus in his many travels through the children's magazines hold their attention the end of the year. Only today one of our patrons said that she could not get her little boy to go by without stopping "to look at some picture books."

Naturally the increase in the circulation of books brings an increase of work in the other departments. The bindery work has been quite heavy, but is practically up to date; all of which is accomplished by our own force.

BRANCH No. 9—LOCUST POINT.

The home circulation amounted to 10,835, of which 8,475, or 78 per cent., were works of fiction.

In addition, 1,457 volumes were circulated through delivery from the Central Library. The average circulation of each book was 2.39. The highest circulation, 70 volumes, occurred February 10, and the lowest, 12, occurred July 31. The average circulation was 35 volumes.

The following sentences are taken from the Custodian's report:

We have had some signs made to post around the Baltimore and Ohio Piers, and hope to get both the men who work on the piers use the Branch and the men on the boats interested in the Reading Room.

We think our decrease in circulation in the early months of the year is due largely to a number of our best patrons moving to other sections of the city, but while the home circulation has not kept up, we feel that we are helping the public. One bright boy who has gone through the City College in three years and now

has won a Johns Hopkins scholarship has spent much of his spare time in the Library plodding through encyclopedias and satisfying his thirst for knowledge, and at the same time making our work more interesting in the assistance given him.

Another incident happening recently was the case of a young German, an apprentice on a Norwegian bark, who was directed to the Library by the Consul to obtain books on navigation. The bark lying at a wharf near the Library, he soon found his way to our Branch, secured a card and proved an earnest searcher for knowledge. Before leaving the city he came to the clerks and thanked them for their kindness and the help he had gotten through Branch 9; so we feel while our circulation is not keeping up in figures, we are doing some good in helping the public.

The following lectures were given at the Branch during the year :

"Germany," Rev. Edward Niles, January 20.

"Switzerland," Bernard C. Steiner, February 24.

"An Evening With the Masters in Literature," Emory H. Niles, March 13.

"A Talk on the Development of American Sculpture," Louis H. Dielman, May 19.

The demand for books in the German language continues at this Branch. In the autumn the first assistant began going from house to house, taking with her applications, in the endeavor to induce persons, who had formerly been borrowers but had left their cards at the Library, to resume the use of these cards, and suggesting that those who had never used the books begin doing so. Finding a large number of persons could speak only the German language, a number of circulars were printed therein and distributed by her. The result of this instigation was that a number of persons resumed the use of the Library, others registered, and the falling off in circulation ceased.

Not only are there borrowers at this Branch who use German books, but there are also a number of Polish patrons, as well as one Bohemian.

There are two clubs at this Branch—one for small girls and one for boys, who are especially interested in specimens of minerals and in reading about inventions and inventors.

STATION No. 10—OLD TOWN.

In the Reading Room 22,744 magazines and 1,917 books were used. The home circulation amounted to 13,905, of which number 11,369, or 82 per cent., were works of fiction.

The total circulation amounted to 15,822 volumes, in addition to which 4,728 books were circulated through delivery from the Central Library. The average circulation of each book was 8.78. The highest circulation, 106 volumes, occurred May 2, and the lowest, 27, occurred June 17 and September 5. The average circulation was 52 volumes.

The selection of books for borrowers is an important part of the work here, and it is often hard to select books for borrowers who have been patronizing the Station for some years. To satisfy them, a number of books have been sent daily from the Central Library. School children use the reference books a great deal and are becoming more familiar with the Finding List and encyclopedias.

It is pleasing to note the improved behavior of the children within the Station.

A bulletin board was found helpful. The circulation at this Station is considerably affected by the Jewish festivals, as many of the patrons are of that faith.

After the approach of cold weather the Reading Room was well patronized, especially in the evening. Many of the children who use this Station live on the street, and when they get cold, find the Station a convenient place to get warm and at the same time read books and magazines. The Custodian regrets that there is not at the Station an extra room in which to have a children's club, an institution which she is sure would be popular with them.

STATION No. 11—1208 EAST BALTIMORE STREET, NEAR AISQUITH STREET.

In the Reading Room 14,450 magazines and 3,066 books were used. The home circulation amounted to 39,668 volumes, of which number 34,987, or 88 per cent., were works of fiction.

The total circulation amounted to 42,734 volumes, in addition to which 7,623 books were circulated through delivery from the Central Library. The average circulation of each book was 20.62. The highest circulation, 281 volumes, occurred on February 24, and the lowest, 55, occurred April 22. The average circulation was 140 volumes.

The increase in the circulation at this Station shows that the usefulness of the Station is constantly widening and that it is becoming more and more an influence for good in the community. The province of a library is to instruct and its effect should be constructive. We try to bring about such a result by prompt service, intelligent assistance, and pleasant surroundings, as much depends in work of this kind upon the personal contact of the attendants with the patrons. To do the work to the best advantage requires space and facilities, which at present are not at our command. The efficiency of the Station has been increased by the typewriter which was placed there in the spring.

The regular Branch Library hours were adopted here at the same time, making an increase of fifteen hours a week over the old schedule.

A corner of the Reading Room was fitted up so as to care for the repair work, most of which was formerly done at the Central Library. During the summer the Station led all the Branches in circulation in nearly every week. This was a very remarkable result, and shows the great need of a Branch Library in this neighborhood. The East Baltimore Neighborhood Association has taken up the securing of a better Library for the Station as one of the problems which it hopes to assist in solving.

In the autumn this Station instituted a Ladder of History, made of wood with five rungs, on each of which were placed the titles of three books, beginning with the lowest one. The list embraced fifteen books, commencing with the Discovery of America and continuing up to the present time. All those who successfully climbed the ladder by reading each book had their names placed on the Roll of Honor. Five have completed the list within eight weeks.

Our quarters were made much more comfortable in the latter part of the year by the addition of a stove in the Reading Room and linoleum runners through the rooms.

BRANCH No. 12—STERRETT (BARRE) STREET, MOUNT CLARE.

The home circulation amounted to 21,649 volumes, of which number 17,946, or 83 per cent., were works of fiction.

In addition, 1,157 books were circulated through delivery from Central Library. The average circulation of each book was 3.86. The highest circulation, 147 volumes, occurred February 24, and the lowest, 35, occurred on August 20. The average circulation was 71 volumes.

The following lectures were given at this Branch during the year:

"Switzerland," Bernard C. Steiner, January 14.

"An Evening with Longfellow's Sonnets," Dr. John C. French, March 31.

"A Travel Talk on Italy," Rev. Clayton C. Ranck, April 21.

"A Talk on the Development of American Sculpture," Louis H. Dielman, May 15.

"Five Weeks in Mexico," Bernard C. Steiner, November 25.

"Sixteen Days on the Atlantic," Rev. Kenneth G. Murray, December 9.

The lectures at this Branch are patronized by a larger audience than in any other of our halls, there being standing room only at some of the lectures. Several school teachers have sent classes to these lectures and required them on the next day to write a composition upon the subject. These compositions showed clearly that the children had learned something by coming.

The same cry as in previous years for new fiction for boarding school and Indian stories is heard. The books upon natural history and electricity which were added to the Branch collections were found very useful. The reference work grows month by month and the efforts of the staff herein are appreciated by many of the borrowers. The clubs were quite successful during the year.

"We started four clubs in November, and they are all doing an interesting work. Just at this time we are planning a Christmas cantata. The girls and boys of the 'Thursday Club,' ranging in ages from twelve to fifteen years, are taking the leading parts. The smaller children are helping out in the choruses. I hope in this way to get into closer contact with the parents of our children, and in that way get them interested in the good literature and other reading material in our Library. We try to get them interested through our lectures by sending them tickets, but I am sure the majority of them are too busy to even read the tickets, or if they do they just look at them for the time being, so that when the lecture does really come off they forget it. But by getting them interested in what their children are doing we shall get them to come and see them on the stage. The members of the club have put together and hired a piano and several of our older girls are helping us with the music. In all respects I feel that it will be a success."

BRANCH No. 13—LINWOOD AVENUE, NEAR PATTERSON PARK.

The home circulation amounted to 27,314 volumes, of which number 21,720, or 80 per cent., were works of fiction. In addition, 1,586 books were circulated through delivery from the Central Library. The average circulation of each book was 5.15. The highest circulation, 164 volumes, occurred February 24, and the lowest, 41, occurred October 31. The average circulation was 89 volumes.

The Custodian writes as follows:

"The children's clubs are very popular and the work in that line has grown and is becoming more interesting each week. The Girls' Linwood Library Club held interesting meetings, with an average attendance of fifteen. A character sketch was given each week before the chapter from the story book was read. At first the children did not take kindly to these lives of great men, but now that they have found a regular place in the story hour, the children ask eagerly, 'Whom are we going to learn about this week?' The girls have had short sketches read to them of the

different cathedrals of the world, as well as biographies of Verdi, Wagner, Longfellow, etc.

"In interest and appreciation of good reading those who attended the boys' club regularly were not lacking. Suggestions for reading are made from time to time, and these are carried out as fully as possible, thereby giving a diversity of literature and not a course confined to one special line. Magazine articles have been read and enjoyed. On several occasions history and geography games were played, a half hour being devoted to the same at each meeting. The boys are exploring the Arctic regions and just at present are on 'The Roosevelt' with Captain Peary; later on we are going to the South Pole with Scott, the explorer who lost his life.

"The little folks had an interesting and instructive story read to them the first half hour and then played some quiet game the other half. With the promise that we will play a game before we dismiss them, the attention of the children is held while I read.

"A club for adults began in the autumn to devote an hour to the study of some interesting subject. The members are very interested in the book we are now reading, 'The Promised Land,' by Mary Antin, and they have asked for home work.

"We have received some very fine books for the young people this year, but we need more. The nature books are well read and enjoyed as much in our locality as the fairy books in some others. Bound copies of 'St. Nicholas' are always out and the current number is much read.

"On March 4 and 5 Mr. Koch, assistant superintendent of Public Schools, gave eight lectures on the Yellowstone Park in our lecture hall to the school children in this neighborhood, and one afternoon, when by some mistake on the part of the teachers two hundred came before their time, we had the pleasure of entertaining them in the Reading Room until the lecture hall could be cleared for them. It resulted in some of the children taking applications and registering here. Several of the teachers found books which they have since drawn on their cards.

"In the last of June the School Board sent to our Branch and had removed all the furniture belonging to them from our build-

ing, leaving the Lecture Room, which had been used for the past three years as a school room, intact for us; they also removed the hooks from the walls of the Work Room, where the children had hung their wraps. Since then all our repair and bindery work has been done in its proper place. We shall miss the children, but we needed the room, and having the use of it we have been able to institute a course of lectures.

"On November 13 the lecture season was opened with a lecture on Costa Rica by Mr. William Janney, and as it was our first lecture we were anxious that it should be a success. We had about one hundred and twenty-five people in the hall and every one seemed to enjoy it. The order was fine and the clerks at the Branch were very much pleased that everything passed off so well. People are asking, 'When are you going to have another lecture?'

"A very beautiful palm was donated to the Library by a friend. This is the second large plant which has been presented to us, the other being a rubber plant donated during our first year. New doors were put at the west end of the building to replace the old ones, which never had been satisfactory.

"Troop 72 of the Boy Scouts, under Mr. Sliwa as Scout Master, asked the use of our lecture hall in which to hold their weekly meetings. Permission was granted and they meet every Saturday evening. They have decorated the hall with scout pictures, pennants, maps and small flags of the world, giving the room a very attractive appearance. On October 16 one of the teachers from the Highlandtown school came to the Library and brought the majority of her class, both girls and boys, with her. They were shown through the building and then all given applications. Now a great many of them are among our regular borrowers. Needless to say, the circulation has increased.

"As the Christmas season approached the thoughts of the children turned toward recitations for Christmas and the clerks succeeded in getting up a very good and useful list of books, which have been very helpful to the borrowers."

BRANCH No. 14—FOREST PARK.

The home circulation amounted to 11,372, of which number 9,155, or 80 per cent., were works of fiction. In addition, 850 books were circulated through delivery from the Central Library. The average circulation of each book was 2.20. The highest circulation, 80 volumes, occurred on September 20, and the lowest, 7, occurred on September 23. The average circulation was 37 volumes.

The following lectures were given at this Branch during the year:

"Niagara to the Sea," Rev. Kenneth G. Murray, January 13.

"Japan," Hobun T. Yokoyama, February 3.

"A Musicale," March 25.

"A Talk on the Development of American Sculpture," Louis H. Dielman, May 12.

"X-Rays and Radium," Harry H. Hart, December 8.

"The ground between the hedge and sidewalk was graded and sown with grass seed; that between the walk and the curb was sodded. This made a great change in the appearance of our grounds, as the seed and the sod both grew well. Both the grounds and the interior of the Library have been extremely attractive all summer. We planted a few flower seeds against one side of the building, so that we could have fresh flowers in the Library every day.

"A list of books for summer reading and application slips were placed in the office at Woodland Hall. Also, lists have been made for some of our patrons who are invalids and have to depend upon us to select books for them. These lists have been much appreciated, and have not only been a help to our patrons, but also have made our work much easier.

"We now have a very nice collection of magazines, and we find that they are being used more and more every day. Each week we make a list of articles of interest in these magazines and post it on our bulletin board. We send extra copies to other Branches which have not time to make these lists. We are also typewriting

special lists for the Central Library and for the Supervisor of Branches.

"We regret exceedingly that our circulation is not larger, as we have made especial efforts to increase it. We have visited the schools in the neighborhood and have tried to interest the teachers in our Branch. We are sadly in need of more juvenile fiction. To a large extent our Branch will have to depend upon the children for our circulation, so it is most important that their needs should be considered and provided for.

"Owing to lack of interest, and therefore poor attendance, the lectures of 1912 were not so successful as had been desired. In 1913 the Woman's Club of Forest Park, the Forest Park Improvement Association and the Garrison Boulevard Association provided a course of lectures, each member subscribing one dollar to meet expenses. The first lecture was given on January 27th by Rev. Kenneth G. Murray, the subject being 'Niagara to the Sea.' The views were beautiful, and quite as interesting as the story of Niagara Falls were the historical facts which he related about Quebec and Montreal. The second lecture, February 3d, was on Japan. It was given by Dr. Hobun T. Yokoyama, who appeared in his native costume and exhibited a number of Japanese curios. The hall was decorated attractively with Japanese lanterns, which were placed over the electric lamps, giving a very soft, pretty effect. The slides were good and the curios interesting, and, as he was both clever and witty, the evening proved to be quite a success. Both lectures were so well attended that there was standing room only for those who came late.

"In October the Children's Club was resumed and in the middle of December the Custodian wrote that it had a membership of twenty-six and an average attendance of about fifteen. The club is formed of children in the third grade, whom we permit to hold library cards and to draw books, but only at the club meetings, which are held every Thursday afternoon from four to five o'clock. We do not require the children to remain for any specific length of time, but permit them to come or go as they choose, but in the hour allotted to them. Nor do we read to them, for we have found that they are apt to be restless and inattentive after

their long day in school, and consequently derive little benefit from our reading. Our aim is to arouse in them an interest in books by allowing them, subject to our supervision, the privilege of the Library, at an age when they are beginning to read. Also to see that the children are put in touch with the best that our Library holds for them, hoping thereby that we may do a little to establish in them a love for books and an appreciation of the best in literature. This year, at our suggestion, many of the children are reading the Little Cousin books. We intend to have painted a large poster depicting the children of all nations, upon which those who complete the series will have their names inscribed. This plan was adopted for the purpose of keeping alive a strong interest among the club children. So far, it has been a success, and though we do not find that it interferes with the children's reading of books not of the series, we observe that it is very useful to them where they would be undecided what to select.

"This year we have made an interesting list of the Christmas stories, poems and essays contained in our Branch; we have endeavored to make it as complete as possible; therefore it is quite long, containing about one hundred and twenty-five titles. Besides posting it in the Library we sent copies to the public schools and to the Sunday-schools in our neighborhood. We have also made lists of interesting books for winter reading, which we posted in the Library and also gave copies to a number of our patrons.

"We have at last succeeded in getting trees planted in front of the Library. This fall the City Forester put out nine nice, large Oriental Plants, and we are anticipating much pleasure and comfort from them in the near future.

"We are by degrees getting nicely paved streets all around us. The city has just finished paving Fairview avenue, and is now at work on Callaway avenue. When this work is completed all three streets bounding the Library will be paved."

BRANCH NO. 15—HOMESTEAD.

The home circulation at the Branch amounted to 12,827, of which number 10,753, or 83 per cent., were works of fiction. In

addition, 886 books were circulated through delivery from the Central Library. The average circulation of each book was 2.79. The highest circulation, 90 volumes, occurred on July 7, and the lowest, 14, occurred on July 2. The average circulation was 42 volumes.

The following lectures were given at this Branch during the year:

"Milk," Dr. C. Hampson Jones, January 17.

"Places Washington Made Famous," Rev. Edward Niles, February 21.

"Italy," Bernard C. Steiner, March 11.

"The Holy Land," Rev. David T. Neely, April 15.

"A Talk on the Development of American Sculpture," Louis H. Dielman, May 8.

"Our New Citizens," Rev. Edward Niles, December 9.

"The lectures have been quite well attended this winter owing to the good weather; though the majority of the audience is made up of children, a few adults are glad of a place nearby for good entertainments. At our lectures there seems to be an opportune time to urge the people to use the Library, since we always have some in the audience who have not enjoyed the privileges our Branch affords. They usually take home with them registration blanks and we have seen results from this effort.

"The Little Folk's Story Club has been the only successful one this winter. Because of the mild winter the boys have been able to play out of doors continuously, and I feel this has been one reason why the Historical Club has not been more attractive. In the spring I asked one boy why he had not been to a meeting lately, and he answered that he had to call eggs. Not only are the little ones afforded pleasure by their club, but also the mothers who bring them; they select their books and read the current periodicals in the Reading Room while their children are being entertained in the lecture room below.

"We have every reason to believe we will have a much greater circulation of books some time in the near future, as there are to be built near to us several hundred houses. In the meantime we are endeavoring to do whatever we can to make the Library

popular. Lists of books are posted around the Library, Central books as well as our own, on subjects of the lectures given monthly and on any other popular topic of the day. These have been of great use to the public in making their selection of books. Our bulletin boards have been decorated quite profusely at times, especially during the month of February.

"The Homestead League has given on the nights of its regular meeting quite a number of lectures by prominent citizens of Baltimore, and thus many residents of Homestead and Waverly have been reached. The League greatly appreciates the privilege of the use of our hall.

"Homestead is so pleasant during the summer that few of the residents go away, and quite a number of children come to visit relatives, who make use of the Library; consequently we do not vary much in circulation from the other times in the year. The grounds around the building yielded an abundance of flowers, which have been enjoyed by the neighborhood as well as ourselves."

The Custodian was ill during a large part of the last quarter of the year and her place was satisfactorily filled by her Assistant.

BRANCH No. 16—KEYWORTH AVENUE, NEAR PARK HEIGHTS AVENUE, PIMLICO.

The home circulation at the Branch amounted to 13,192, of which number 10,660, or 81 per cent., were works of fiction. In addition, 1,010 books were circulated through delivery from the Central Library. The average circulation of each book was 2.87. The highest circulation, 95, occurred on April 28, and the lowest, 20, occurred on January 3, August 22 and December 24. The average circulation was 43 volumes.

The following lectures were given at this Branch during the year:

"Public Baths," Wm. A. Eisenbrandt, January 21.

"Forestry," F. W. Besley, February 10.

"Switzerland," Rev. Clayton H. Ranck, March 25.

"A Literary Pilgrimage to Greenmount," Lawrence C. Wroth, April 10.

"A Talk on the Development of American Sculpture," Louis H. Dielman, May 5.

"Five Weeks in Mexico," Bernard C. Steiner, December 15.

"Branch 16, the youngest of the Branch Libraries, is one year old. On the 28th day of September, 1912, we opened our doors to the public, and now, with five hundred borrowers and a circulation which seldom falls below a thousand in a month, we feel that we are a well-established fact in the community.

"The circulation decreased notably during the summer months, but this is a condition universally to be met with in libraries. People in semi-suburban sections like this live principally out-of-doors and on their porches in the warm weather, and do not care even for the exertion of reading. One or two cool days coming suddenly in the midst of summer will show an increase in the circulation immediately. Compelled to stay indoors, people at once begin to long for a good book, and, of course, all roads lead to the Library then. Building has been going on so actively in this vicinity in the last few months that there is bound to be a much larger demand made upon the Library as soon as these new houses are occupied, which will happen during this coming fall and winter. The Reading Room was rather well patronized on summer evenings. The magazines are quite an attraction, and people who would not otherwise use the Library spend an hour or so here once or twice a week just with the magazines.

"The exterior of the Branch is in a fine condition. In fact, our lawn and flowers have surpassed our fondest hopes for them, and it is acknowledged on all sides that the Library is a great addition to the neighborhood from an ornamental and artistic point of view. The lawns, both back and front, are smooth and almost velvety, a condition which we hardly expected to obtain in so few months of cultivation. The square beds in front were bright with tulips and then flamed with scarlet sage, tamed with a border of white vinca; and crowning all were the flower boxes high up in the ledges under the windows.

"The Park Heights Committee of the Women's Civic League continues to hold its meetings in our building, and continues also its kindly interest in the Branch. The window boxes which were

given by the League were put up in May. Window boxes as a rule mean two boxes for two ordinary-sized windows, but the gift of the Civic League means ten feet of window boxes on each side of the entrance to the building, filled with geraniums, petunias, nasturtiums, illyssium and vines. The gift is entirely a neighborhood product. The boxes were made by the boys in the Manual Training Department of the Public School and the flowers supplied by the Valley View Green Houses, a close neighbor. Even from out of town our friends remember us with flowers. From Philadelphia we received two plants of a rather rare and beautiful shrub, which have been planted one on each side of the front lawn.

"We are greatly interested in the large elm tree in front of the building. As it is an unusually fine specimen, we have brought it to the attention of the City Forester, who has promised to enlighten us as to the best means of caring for it. And we are also preparing to make a concerted effort to save the fine old tree, which will be in danger of destruction when the city starts to grade Keyworth avenue.

"New houses springing up right around us furnish many new faces for the Library. There is scarcely a day but that some one comes into the building merely looking around and leaves with a registration blank tucked into a pocket and sometimes several blanks for the remaining members of the family. We are counting upon the increased population to bring us larger audiences for our lectures this year. Tickets for the lectures have been sent to all of the occupants of new houses in the vicinity. This, in addition to our usual distribution of tickets and the fact that the Women's Civic League has joined with us to help in the distribution, makes us feel that there will be a more general appreciation of the lectures this year.

"A splendid list of books on Mexico has just been sent to us from the Central Library, and we have posted it, together with our own list on the subject, beside the notice of the lecture on the bulletin board. The specially selected lists on various subjects which we are receiving of late from Central are a great help. They are especially valuable as suggestive material and we keep them prominently posted on the bulletin boards.

"For several months our clubs have been our special point of endeavor, and as a result we have three rather promising ones. The boys' club, known as 'The Keyworth Debating Club,' is a combination literary and athletic club. All during last summer the members held together as a baseball club and in the fall they came back in greater numbers than last year. There are forty-five boys on the roll. Six of the largest ones act as ushers for the lectures. They have had badges made of dark blue silk with gold lettering, which are really imposing in appearance, and which were paid for out of the treasury of the club. They are certainly very much in earnest in their desire to help the Library in every way.

"The club for small girls and boys has been highly successful. A peculiarity about it is that at every meeting this season there have been just thirteen children—not always the same ones—but always thirteen.

"The third club is a new departure—a women's reading club. One afternoon each week the women of the neighborhood meet in the club room, and while some embroider and do other fancy work, others read aloud. A selection of poetry is read first and then a standard novel is taken up and continued through several meetings until finished. So far we have read Thackeray's 'Vanity Fair' and Dickens' 'Christmas Carols.' The Thanksgiving meeting was turned into a literary tea. Additional decorations of palms and flowers made the club room more than usually attractive, the tea table making a pretty picture at one side of the room. The reading went on as usual, with intervals now and then for discussion, at which times tea and wafers were served. The members enjoyed the innovation and we expect to repeat it in the near future.

"Noticing a certain person in frequent attendance, and not recognizing her as one who frequented the Library at other times, my curiosity was aroused as to how she happened to be a member of the club. When I found an opportunity to ask her if she lived in the vicinity of the Library, she said: 'Oh, no! I live in another section, but I teach in the city and heard of your club from a teacher in the same school, and it sounded so attractive I wanted to come.' This means getting off the car and paying another fare,

which, added to the fact that she is in school all day, certainly indicates an unusual interest.

"One would hardly expect to meet with instances of the good effect of the Library when strolling along the highways; and yet one afternoon, passing along a road not far from the Library, I saw a party of boys congregated under a tree, seemingly much interested in something. I approached the group and found them hard at work constructing a sailboat, one boy in command, the others all assisting as he directed. The result as I saw it there was a really good-looking boat about two feet long, with sails and rigging all complete. Alongside of the boy in command was Branch No. 16's copy of the 'American Boy's Handy Book,' from which both the inspiration and the information had been obtained. Could more tangible proof be desired of the benefits to a community of a library?

"We take pride in the fact of having cut down what seemed to us a very large electric light bill. At the end of our first month a bill for \$23 was rendered. This to us seemed extremely high, so we did a little experimenting by cutting off certain lights, which were not missed, and continued doing this until in about three months' time we had reduced the bill to almost half of the first bill received.

"As we look back over this, our first year, we feel that all in all it has been a success. To many people the Library has been a source of greatest help; to a still greater number it has provided unstinted pleasure, because it has given them a larger choice of books than they had ever before had; and to a few it has perhaps even given inspiration. We feel quite sure that the people of the vicinity are glad to have us, and that they would be very sorry to lose us—and we could scarcely ask a greater meed of appreciation than this."

BRANCH No. 17—NORTH AVENUE, NEAR SMALLWOOD STREET,
EASTERWOOD.

The property which was given in memory of her husband as a site for a Branch Library by Mrs. Leon Lauer, on West North avenue, between Bentalou and Smallwood streets, was formally

transferred by her to the Mayor and City Council on May 15. The lot extends for a space of seventy-five feet on the south side of North avenue, and runs back ninety feet to a ten-foot alley. The gift also includes a second lot on the south side of this alley, the dimensions of this second lot being one hundred feet by seventy-three feet six inches. The second lot will be useful for giving additional light and air, and will prevent the erection of undesirable structures in the interior of the block.

Mr. J. Appleton Wilson was selected in May as the architect, and the contract for the erection of the Branch Library was awarded on September 24 to Blake & Engle, the lowest bidders upon the plans. Work was begun in the latter part of October and was rapidly pushed during the latter months of the year. At the beginning of 1914 the books for the Branch will be catalogued, and we hope to have them ready for the opening, early in the coming year.

LIBRARY STAFF.

In addition to the Librarian and Assistant Librarian, who are the officers of the Library, there are employed in the various departments 114 persons, of whom 24 are men and boys, and 90 are women. We have had the services of 35 substitutes during the year, within which time there have been 20 resignations and 20 appointments. The staff and employees of the Library are divided into departments. In the Librarian's office are the Librarian's secretary, two clerks and the messenger. In the Order Department there are three clerks. In the Reference Department are the superintendent and four assistants. In the Cataloguing Department are the head cataloguer and eleven other cataloguers (two of the cataloguers in rotation are detailed for work at the delivery and registration desks), a shelf-list clerk and an additional assistant. In the Bindery Department are a chief clerk and two assistants. The Circulation Department has a general superintendent, under whose direction is the circulation of books and the training of apprentices. In the Delivery Department at the Central Library are an assistant superintendent of delivery, together with eleven women and three boys, in

addition to the catalogue clerks detailed from time to time (one of the delivery clerks in rotation is usually employed in the elementary work of cataloguing). The registration of borrowers occupies the time of a registration clerk in addition to assistance given by the detailed cataloguers. In the delivery of books from the Central Library to Branches and Stations, to schools and other institutions are a superintendent and two assistants. In the Branches and Stations are an inspector, sixteen women as custodians, and twenty-nine as assistants. There are also employed four janitors in the Central Library and fifteen in the Branches.

Each young woman who makes application for a position in the Library is required to have the equivalent of a High School education, and we have been pleased to find some Goucher College students on our list. The approved applicants, as apprentices, are given training in the elementary processes of library work, both at the Central Library and at two Branches, usually Branches 1 and 14. If they satisfactorily pass through the apprenticeship, they are placed upon the list of substitutes whom we utilize when members of the regular staff are absent through sickness, etc., and on account of the summer furloughs. From these substitutes appointments are made, and promotion follows, as it has done for twenty years, in accordance with the merit system. We have been fortunate in finding a sufficient number of eligible persons to serve as substitutes, but a number of times the list has been perilously small, and our inadequate salaries do not give the desired incentive to young women to make application for positions in this institution. The Child Labor Law made it increasingly difficult to obtain boys for the work of the Library, but we have been able to secure young men and boys who have done the work required of them rather more satisfactorily than in the previous year.

RELATIONS WITH OTHER LIBRARIES.

The Maryland Public Library Commission has sent out its Traveling Libraries from our building, and has worked with us in distributing books for the blind as usual. The first library meeting ever held in Maryland was a Round Table under the

auspices of the Commission on June 12, for which we gave the use of our Trustees' Room.

I acted as chairman of the Committee on Federal and State Relations of the American Library Association, and, as a representative of the Library, attended the Annual Conference of the Association at Hotel Kaaterskill during June. The Assistant Librarian attended the meeting of the New Jersey and Pennsylvania Library Clubs at Atlantic City in the spring.

CHARGES AND DAMAGES.

As usual, only a small number of books were lost by borrowers during the year. In addition to the books ~~missing at stock-taking~~, 178 were lost and paid for and 30 lost without payment; 45,820, or one in every 13, were kept out over two weeks, so that their borrowers became liable for charges. For the most part these charges have been duly collected and paid over to the Treasurer.

RECEIPTS AND EXPENDITURES.

The Librarian has paid to the Treasurer the following amounts: From charges and damages, \$2,520.92; from the sale of Finding Lists and Bulletins, \$43.15; miscellaneous receipts, \$654.47. The expenses for the year have been as follows: Books, \$15,955.01; periodicals, \$2,313.91; binding, \$3,759.07; construction and repairs, \$5,348.39; stationery and supplies, \$2,461.80; insurance, \$658.00; furniture and typewriters, \$1,084.24; drayage, \$799.80; rent, \$615.02; coal, \$2,801; light, \$2,833.52; printing, \$633.89; miscellaneous expenses, \$3,231.76; salaries, \$51,422.71; grand total, \$93,945.12. A number of large orders for books were not filled until after the close of the year.

With thanks for the uniform courtesy and coöperation of the Board of Trustees, I am,

Very respectfully,

BERNARD C. STEINER,

January, 1914.

Librarian.

TABLE A.
Circulation in 1913 by Classes—Central Library and Branches.

Classification.	Fiction and Juveniles.	Poetry and the Drama.	Biography.	History.	Travels.	Science and Art.	Works.	Foreign Languages.	Total.	Circulation from Central Library Through Branches and Stations.	Total Home Circulation.	Reference Circulation.	Totals.
Central Library.....	124357	3381	3326	10440	946	16306	7025	2001	179002	179002	65196	244057
Percentage.....	69+	02+	02-	06-	01-	09+	19-	03-	73+	27-
Schools, Etc.,.....	18162	439	486	1196	31	1167	1944	24	23123	23123	23123
Percentage.....	79-	02-	03-	07-	06+	36+
Branch No. 1.....	26733	1153	502	1333	132	1232	1403	4	25067	932	26049	11210	47259
Percentage.....	76+	08+	01+	05+	04-	10-	76+	24-
Branch No. 2.....	23955	476	459	1773	174	391	1450	70	23182	1355	40347	7329	49776
Percentage.....	27-	01+	01+	05-	02+	04-	85-	15+
Branch No. 3.....	30339	679	397	2106	220	1461	1939	112	27503	1194	28747	1939	40736
Percentage.....	81+	02-	01+	06-	01-	04-	04+	96+	06-
Branch No. 4.....	22405	614	294	1369	104	399	1933	554	23322	733	23565	3974	33539
Percentage.....	73-	02+	01+	06+	03+	07-	02-	83+	12-
Branch No. 5.....	27031	706	416	2174	211	1249	1539	407	33723	653	34376	2323	36999
Percentage.....	80+	02+	01+	06+	01-	04-	05-	01+	94-	06+
Branch No. 6.....	20220	542	314	1333	133	957	1927	73	25506	2039	27544	27594
Percentage.....	79+	02+	01+	06+	01-	04-	06-
Branch No. 7.....	14532	541	206	1194	73	437	1315	41	13393	703	19104	1186	20302
Percentage.....	79-	06-	01+	07-	06-	07+	94+	08-
Branch No. 8.....	17410	346	236	732	36	377	1315	20	20362	1801	22733	22763
Percentage.....	83-	02-	01+	04-	04+	08+
Branch No. 9.....	8476	331	134	547	53	439	817	40	10335	1457	12332	12332
Percentage.....	73+	08+	01+	05+	04+	03-
Station No. 10.....	11309	246	163	1053	30	363	579	37	13305	4733	15631	1917	20550
Percentage.....	82-	02-	01+	08+	03-	04+	01-	91-	09+
Station No. 11.....	34387	602	239	1771	107	703	904	212	39663	7623	47281	3054	53357
Percentage.....	83+	02-	01-	04+	02-	02+	01-	94-	06+
Branch No. 12.....	17946	332	300	1343	43	763	531	26	21649	1137	22336	22306
Percentage.....	80-	02-	01+	06+	04-	04-
Branch No. 13.....	21730	573	455	1632	113	1531	1173	57	27314	1536	28800	28800
Percentage.....	80+	02+	02-	06+	06-	04+
Branch No. 14.....	9155	242	123	554	25	607	335	15	11372	840	12212	12212
Percentage.....	80+	02+	01+	06-	05+	05-
Branch No. 15.....	10753	213	91	532	23	371	556	15	12327	396	12713	12713
Percentage.....	83+	02-	01-	05-	05-	04+
Branch No. 16.....	10300	241	146	600	43	621	659	119	13103	1030	14133	14133
Percentage.....	81-	02-	01+	05+	05-	05-	01-
Through Branches & Station	19331	317	321	1433	73	2031	2039	633	23101
Percentage.....	67+	03-	02-	06-	00+	10+	03+
Totals.....	430030	13064	9034	25137	2379	2394	43373	6123	631334	621334	93101	730035
Percentage.....	77+	03+	01+	06-	05+	07-	01-	26+	14-

TABLE B.
Circulation of Books in 1913 by Months—Central Library and Branches.

Months.	Totals 1912.	Totals 1913.	Central Library.	Branch No. 1.	Branch No. 2.	Branch No. 3.	Branch No. 4.	Branch No. 5.	Branch No. 6.	Branch No. 7.	Branch No. 8.	Branch No. 9.	Station No. 10.	Station No. 11.	Branch No. 12.	Branch No. 13.	Branch No. 14.	Branch No. 15.	Branch No. 16.	Through Branches.	Through Schools, Etc.
January...	64154	67553	23316	4112	4624	3835	3381	3353	2453	1950	1748	1076	1429	3522	1962	2422	822	1126	1072	2967	2383
February...	68543	65789	22430	4307	4216	4123	3351	3317	2316	1777	1736	1008	1450	3502	2039	2485	817	1001	914	2611	2389
March . . .	71906	68705	23923	4838	4239	3975	3212	3645	2420	1812	1827	1017	1544	3893	2085	2745	979	1153	923	2509	1966
April.....	64744	69504	24621	4701	4210	3859	3205	3652	2398	1708	1766	1016	1517	3437	1988	2675	912	1218	1292	2615	2714
May.....	59533	62796	22113	4317	3789	3373	2852	3137	2222	1517	1748	857	1381	3638	1675	2118	827	1043	1397	2437	2355
June.....	49917	50187	16350	3285	3365	2904	2251	2323	1753	1448	1616	717	1132	3473	1535	1958	816	917	1122	2009	1213
July.....	51282	50380	15830	3131	3618	2702	2209	2763	1749	1401	1685	718	1143	3502	1646	2024	979	983	894	2114	1289
August....	52999	50275	15493	3143	3741	2597	1956	2816	1779	1262	1681	770	1337	3737	1571	1950	1203	1101	928	2164	1046
September.	47395	50328	16937	3180	3399	2554	1987	2432	1839	1384	1893	717	1168	3277	1492	1794	1013	901	1045	2006	1360
October...	57521	60042	20734	3942	3804	2889	2555	2680	2206	1677	1879	938	1186	3423	1670	2161	1011	1043	1380	2532	2332
November.	61372	63256	21670	3897	3805	3470	2904	2824	2254	1889	1926	924	1210	3482	1980	2595	1128	1162	1221	2464	2451
December.	56856	61210	21390	3424	3611	3271	2943	3104	2117	1769	1587	1077	1325	3848	2006	2387	845	1179	1004	2673	1630
Totals...	706222	720025	244857	46277	46421	39552	32806	36046	25506	19594	20992	10835	15822	42734	21649	27314	11372	12827	13192	29101	23128

TABLE C.

Number of Volumes and Circulation—Central Library.

Classification.	Volumes Added in 1913.	Total Number of Volumes.	Circulation Through Central Library.	Circulation Through Branches and Delivery Stations.	Circulation Through Schools, Etc.	Total Circulation.	Average Circulation of Each Volume.
Prose Fiction.....	969	26187	100957	12053	10848	123858	4.71
Juveniles.....	259	8217	23400	7538	7814	38752	4.71
Poetry and the Drama....	196	8808	3861	817	429	5107	.57
Essays, Miscellaneous Works, Etc.....	279	9721	5440	908	541	6889	.70
Works in Foreign Languages. ..	38	10748	2801	688	24	3808	.30
Ancient Classics and Translations	798	362	44	6	412	.51
Biography.....	252	12777	3526	536	435	4497	.35
History—American.....	290	9450	4216	652	585	5453	.57
History—European.....	411	10496	4394	697	721	5812	.55
History—Asiatic, African, Etc..	190	5525	1830	319	290	2439	.44
Voyages and Travels ...	59	4023	946	78	81	1105	.27
Natural History.....	106	3912	2015	261	431	2707	.69
Natural Science.....	62	2429	3096	401	157	3654	1.50
Applied Science and Useful Arts	149	4032	3304	682	225	4211	1.04
Military, Naval and Recreative Arts.....	60	2004	1992	412	111	2515	1.25
Fine Arts.....	160	5554	4651	645	222	5518	.99
Philosophy	73	1755	1638	279	40	1957	1.11
Language and Education.....	57	3032	1956	323	191	2470	.81
Political and Social Science.....	152	5568	3093	600	112	3805	.68
Law	214	1336	769	176	35	980	.73
Medicine.....	24	1488	1248	288	11	1547	1.03
Religion.....	469	12189	4195	596	203	4994	.40
Books for the Blind.....	113	1691	172	113	116	401	.23
Bibliography and Reference Works.....	902	31007

TABLE D.
Number of Volumes and Circulation—Branch Libraries.

Classification	Prose Fiction and Juveniles.	Poetry and the Drama.	Biography.	History.	Travels.	Sciences and Art	Sell-ous rks.	Foreign Languages.	Reference Books.
BRANCH No. 1.	6016 26728 4.44	671 1128 1.67	1970 508 .46	1882 1888 1.08		1484 1202 .88	1004 1408 .87	248 4 .01	202
BRANCH No. 2.	5907 23955 6.06	648 476 .73	922 468 .50	1864 1778 1.06		1318 891 .68	1148 480 .46	96 70 .72	202
BRANCH No. 3.	5002 30889 6.10	491 679 1.38	683 897 .62	1390 2166 1.55		1161 1461 1.26	876 989 .74	154 112 .72	801
BRANCH No. 4.	4944 22406 4.62	480 614 1.27	668 294 .51	1317 1869 1.41		1101 949 .90	1017 968 .68	117 664 4.88	208
BRANCH No. 5.	5580 27081 4.88	618 706 1.14	847 416 .49	1626 2174 1.38		1317 1249 .94	1196 889 .47	280 407 1.63	206
BRANCH No. 6.	4622 20280 4.37	606 642 .89	778 816 .40	1477 1853 .90		1160 967 .81	764 827 .69	97 78 .76	206
BRANCH No. 7.	3626 14832 4.00	309 541 1.76	413 206 .49	890 1196 1.20		780 487 .64	717 816 .76	23 41 1.24	223
BRANCH No. 8.	2086 17410 8.80	210 346 1.64	878 286 .68	824 788 .91		488 877 1.79	944 816 .89	13 20 1.66	106
BRANCH No. 9.	2188 8476 3.87	166 331 2.15	257 184 .62	744 547 .78		487 489 .96	586 817 .86	8 40 6.00	96
STATION No. 10.	865 11869 13.14	68 246 3.60	107 168 1.57	225 1088 3.37		90 903 4.08	287 879 1.86	12 87 7.26	66
STATION No. 11.	1119 24987 31.26	114 682 6.07	68 289 4.58	296 1771 5.98		88 706 8.08	264 904 1.42	16 212 4.00	83
BRANCH No. 12.	2982 17946 6.74	208 382 1.88	320 800 .96	914 1848 1.47		470 788 1.68	356 881 .96	11 26 2.36	112
BRANCH No. 13.	2125 21780 10.22	181 578 3.19	290 455 1.16	966 1682 1.74		480 1681 3.29	606 178 .14	12 27 2.07	90
BRANCH No. 14.	2189 9185 4.24	180 242 1.34	376 139 .34	882 654 .66		486 607 1.21	882 886 .64	11 16 1.26	84
BRANCH No. 15.	1768 10768 6.12	187 216 1.16	340 91 .26	1013 588 .68		482 878 1.27	707 656 .78	11 13 1.12	77
BRANCH No. 16.	1766 10660 5.98	190 241 1.26	343 145 .48	1089 699 .67		488 623 1.24	770 686 .86	14 119 8.60	49

TABLE E.

Circulation of Periodicals in 1913 by Months—Central Library and Branches.

Months.	Totals 1912.	Totals 1913.	Central Library.	Branch No. 1.	Branch No. 2.	Branch No. 3.	Branch No. 4.	Branch No. 5.	Branch No. 7.	Station No. 10.	Station No. 11.
January.....	18875	21205	9419	1580	1121	2023	818	1191	1053	2767	1233
February....	18600	18514	8100	1570	766	1994	627	1007	985	2270	1195
March.....	19784	19441	9591	1459	805	1629	698	949	974	2061	1275
April.....	16708	17352	8677	1405	668	1487	655	965	762	1526	1207
May.....	16805	14949	7562	1192	679	859	538	669	671	1588	1191
June.....	13339	10646	5365	1054	526	139	505	72	667	1258	1060
July.....	13085	10603	5070	848	599	646	646	1689	1105
August.....	16145	12114	6284	916	679	550	752	1847	1086
September...	14282	11926	6590	840	517	464	750	1554	1211
October.....	16799	15554	8752	1344	698	572	1055	1820	1313
November...	18673	15299	8253	1053	683	779	1228	2105	1198
December....	17966	15696	8435	1054	673	745	1154	2259	1376
Totals.....	201061	183299	92098	14315	8414	8131	7597	4853	10697	22744	14450

* This sum is in addition to the annuity of \$50,000 paid by the city in consequence of Mr. Pratt's gift of about \$1,100,000. † Police census—566,025.
 c Includes binding and periodicals. d Includes periodicals. e Statistics for 1911. f Statistics for 1912.

ENOCH PRATT
(Painted by Dabour in 1888).

THE
Enoch Pratt Free Library
OF BALTIMORE CITY

TWENTY-NINTH ANNUAL REPORT
OF THE
LIBRARIAN
TO THE
BOARD OF TRUSTEES
FOR THE YEAR 1914

BALTIMORE

1915

The Library.

BOARD OF TRUSTEES.

JAMES A. GARY,
CHARLES J. BONAPARTE,
EDWARD STABLER, JR.,
HENRY DUFFY,

HENRY STOCKBRIDGE,
HENRY D. HARLAN,
ELI FRANK,
WILLIAM G. BAKER, JR.

OFFICERS.

President, CHARLES J. BONAPARTE.
Vice-President, HENRY STOCKBRIDGE.
Secretary, EDWARD STABLER, JR. Treasurer, WILLIAM G. BAKER, JR.
Librarian, BERNARD C. STEINER.
Assistant Librarian, LAWRENCE C. WROTH.

LIBRARY BUILDINGS.

- CENTRAL LIBRARY—106 West Mulberry Street, near Cathedral.
- BRANCH 1—Corner of Fremont Avenue and Pitcher Street, near Lafayette Square.
- BRANCH 2—Corner of Hollins and Calhoun Streets, near Union Square.
- BRANCH 3—Corner of Light and Gittings Streets, near Riverside Park.
- BRANCH 4—Corner of Elwood and O'Donnell Streets (*Canton*).
- BRANCH 5—Corner of Broadway and Miller Street, near Johns Hopkins Hospital.
- BRANCH 6—St. Paul Street, above Twenty-fifth (*Peabody Heights*).
- BRANCH 7—Falls Road, below Thirty-seventh Street (*Woodberry and Hampden*). (Building given by Robert Poole, 1900.)
- BRANCH 8—Clifton Avenue and Hilton Street (*Walbrook*).
(Building given by Francis A. White, 1907.)
- BRANCH 9—Corner Towson and Beason Streets (*Locust Point*).
(Building given by Andrew Carnegie. Site given by B. & O. R. R.)
- STATION 10—Mott Street, near Corner of Gay (*Old Town*).
- STATION 11—1208 East Baltimore Street, near Aisquith Street.
- BRANCH 12—Corner Barre and St. Peter Streets (*Mt. Clare*).
(Building given by Andrew Carnegie, 1908; purchase of lot made possible by gift of Thomas J. Hayward.)
- BRANCH 13—Linwood Avenue, between East Fayette Street and Philadelphia Road, near Patterson Park.
(Building given by Andrew Carnegie. Lot dedicated to library by Mayor and City Council.)
- BRANCH 14—Garrison and Fairview Avenues (*Forest Park*).
(Building given by Andrew Carnegie. Lot dedicated to library by Mayor and City Council.)
- BRANCH 15—Gorsuch Avenue and Taylor Street (*Homestead*).
(Building given by Andrew Carnegie. Site given in memory of Robert S. Carswell.)
- BRANCH 16—Keyworth Avenue, near Park Heights Avenue (*Pimlico*).
(Building given by Andrew Carnegie. Site given in memory of William and Ellen Shirley.)
- BRANCH 17—North Avenue, near Smallwood Street (*Easterwood*).
(Building given by Andrew Carnegie. Site given in memory of Leon Lauer.)
- BRANCH 18—Wolfe and Twentieth Streets (*Darley and Clifton Parks*).
(Site given by Frank Novak. Building not yet erected.)

ANNUAL REPORT FOR 1914

To the Trustees of the Enoch Pratt Free Library:

A beautiful statue of a young man was placed in the upper hallway of the Central Library Building in the month of November. The figure is the work of a Baltimore man, Emmanuel A. Cavacos, Rinehart scholar of the Peabody Institute, and won honorable mention in the Paris Salon, 1913. It was deposited with us through the courtesy of the Trustees of the Peabody Institute.

A youth in heroic size is represented rising from a recumbent posture with face upturned to heaven to catch the vision of the ideal, and with right hand outstretched to seize the opportunity, while the left hand supports the body upon the solid earth. When the morning sunlight streaming through the south window strikes the statue, it seems as if the sun itself sent the blessing of heaven upon noble resolves to attain lofty purposes.

The work is so beautiful that we earnestly hope that some generous lover of art may provide the means for executing it in marble, and so make more durable what is at present only in plaster. No more fitting subject could be placed in the halls of a library, whose purpose is to uplift men, to give a wider outlook and a finer life to the people of the city. The glory of the vision is reflected in the face of the youth, and it is that vision of a higher achievement that must ever be before those whose duty it is to administer a library. It is most helpful also to have the thought of higher ideals placed before those who visit the Library. Unfortunately, the fulfillment of the ideals which we cherish in large measure still tarries because of our lack of financial means to attain them. The analogy holds of the statue in the Library—we are yet, as it were, in the stage of the plaster cast, and await the splendid larger quarters for the Central Library Building which we shall have when an additional building is

erected on Cathedral street. We are still struggling to make bricks without straw, and finding it possible by picking up straw here and there, to make good bricks, but far fewer than we could manufacture were the straw placed in our hands.

There are still a dozen sections of the city needing library facilities and unable to obtain them because sites have not been provided, although the Carnegie Fund stands ready to provide adequate buildings for the needs of these sections as soon as suitable sites are obtained.

The inability of the city government to furnish us with larger funds for maintenance causes our income, and consequently our work, to bear unfavorable comparison with that of those other cities with which we are apt to compare Baltimore.

It is obviously impossible for the public library of the city of Baltimore, which received last year the Pratt annuity of fifty thousand dollars (\$50,000) and an appropriation from the general tax levy of \$42,300, to do as extensive work as is done by such libraries as those of Philadelphia, with an appropriation of \$234,100; St. Louis, with an appropriation of \$229,476; Boston, with \$367,165; Cleveland, with \$331,359; Pittsburgh, with \$250,000 (to this sum should be added \$27,938 given the Allegheny Library); Detroit, with \$229,654; Cincinnati, with \$162,271; Los Angeles, with \$147,644; Minneapolis, with \$159,092; or Seattle, with \$145,339.

We must, however, remember that there is a bright side to the picture. Never has the efficiency of the work been greater than in the past year. A most gratifying increase in circulation of books occurred in the latter months of the year, and the Reading Rooms were well filled. The popular interest in the Library and the recognition of its position as an integral part of the city government, and the continuation school for all the people, is shown by its classification with the schools under "Education" in the new City budget.

Never have we received heartier support from the newspapers of the city, as will be seen by quotations from editorials which appeared during the past year.

The *American*, on October 4, under the heading "Pratt Library Needs Help," stated, with reference to the enlargement of the Central Library:

"It is a reasonable request. Of all important cities in the United States, Baltimore gives least to its public libraries. In the past the work of the Enoch Pratt foundation has been hampered seriously by a slim bank account. The Central Building has long outgrown its usefulness and is inadequate to meet the demands of the public. The clerical force is too small and underpaid."

The *News*, on December 19, 1913, under the head of "Stifling the Pratt Library," said:

"When Enoch Pratt founded in 1882 the public library that bears his name, the endowment of \$1,250,000 which he bestowed upon it was considered princely, as indeed it was. Supplemented by an annual appropriation from the city for maintenance, the financial resources of the library were ample for that time, and for as long a period in the future as it was possible to anticipate.

"But, almost simultaneously with Mr. Pratt's gift, library development and extension throughout the country took a new start, and the institution which he established finds itself now crippled and hampered for lack of means to keep up with the pace that has been set by cities which made a beginning years after Baltimore.

"By the purchase of two lots on Cathedral street adjacent to the present Central Library, a site can be provided upon which, it has been estimated, a modern edifice that will supply the facilities so badly needed may be erected for \$750,000. Either private philanthropy or public aid will ultimately have to supply this or its equivalent, for the public library has long been recognized as one of the foremost of educational necessities which every city must provide for its people.

Equally strong support has been given us by *The Sun*.

For the first time, in the past year ordinances were introduced in the City Council for the purchase of sites for Branch Libraries, and we hope that some of these ordinances will be passed in the coming year. It is interesting to see what are the needs of libraries in other cities, in spite of the fact that in most cases the

appropriations are larger than here. In the report of the Boston Public Library for 1913-14 we are told:

"We can but recognize the fact that many of the definite suggestions of this report lie in the direction of increased expenditures. We should have been glad to point out advantageous ways by which money could be saved. But the commercial and industrial growth of Boston must be paralleled—if the city is to maintain its place—by a corresponding growth in the things that minister to the mind and the spirit. The Library is the chief public reservoir and distributor of these things." * * *

The Twenty-fourth Annual Report of the Minneapolis Public Library shows the vision which that institution has conceived for future usefulness:

"If the city of Minneapolis through its Park Board, aided by the Council and from any needed legislation, would furnish a site on Center Block for a fine commodious building, it would add as materially to the development of Minneapolis as any other improvement that has been made. It would be a central distributing point, reached by all lines of travel to all parts of the city, and with the branch library system carried out as the best interests of the city require, would add so large a factor to the development of the city when added to our other advantages as to place us in the front among all the finest cities of the world."

The Cleveland Public Library in its Forty-fifth Annual Report shows that in that city, which we consider on an equality with ours, an appropriation of eight times as much as ours is not sufficient, for it states:

"Notwithstanding this measure of success, the want of funds is preventing the Library from doing all that it wants to do, all that it ought to do."

It is a poor economy to starve a library, and with an increased appropriation the city may be pretty sure to get what it pays for. As Mayor Hickey stated, in an address delivered at the laying of the corner-stone and dedication of the Public Library Building at Brockton, Mass., "the cost of our libraries is repaid a thousand-fold by the knowledge gained by those who avail themselves of

their opportunity." This fact is well put in the Annual Report of the New Haven Public Library for 1913, as follows:

"Clerical work, which it is commonly supposed library work is, does not cost very much, but cannot serve the public beyond a certain limit. There are possibilities of service on the part of libraries to the community which fortunately many libraries are rendering. But it is quite generally, if not universally, true that these fortunate communities think it wise to give their library funds with which to employ a sufficient number of intelligent, trained library workers, who only are capable of doing the unusual and valuable service. With the present condition of the finances of the city we can hardly expect at once such an appropriation as a library must have to do first-class work. But still it should not be lost sight of that this library is getting a very much smaller appropriation than it should have."

Our programme for the future is, therefore, as follows:

1. To give a more efficient and wider service to the city when increased appropriations shall enable us; more nearly to approximate to the income needed for the proper maintenance for the library, to purchase books more extensively, to pay more adequate salaries, and to have funds for publicity, for maintenance of lectures and for other needs of the institution.

2. The erection of a large additional building for the Central Library.

3. To use the remainder of the Carnegie Fund of five hundred thousand dollars (\$500,000) for the erection of Branch Libraries. We have erected seven of the twenty libraries which are to be constructed from the funds provided by this gift. In addition to the libraries built from the Carnegie Fund, the Main Building and six Branch Libraries were erected from Mr. Pratt's gift, a Branch Library with a lot was given by Mr. Francis A. White, and another by Mr. Robert Poole. There are thus fifteen Branch Libraries in Baltimore erected without expense to the taxpayers, and a sixteenth is about to be built from the Carnegie Fund. Other portions of the city need these libraries fully as much as those where we have been able to place them. It will be remembered, by the terms of Mr. Carnegie's gift, sites for the buildings

must be provided from some other source than the fund which he gave. Up to the present moment, no sites have been secured—

(a) To take the place of Station No. 10 in the Tenth ward or in the southern part of the Ninth ward, near Greenmount Cemetery.

(b) To take the place of Station No. 11 in the Fifth ward, in the vicinity of Baltimore and Aisquith streets.

(c) In the vicinity of South Broadway in the Second and Third wards.

(d) In the vicinity of Lake Montebello in the Eighth or Ninth ward.

(e) In the vicinity of the York road in the northern part of Waverly in the Ninth or Twelfth ward.

(f) In the vicinity of Mt. Royal and Maryland avenues in the Eleventh ward.

(g) In the vicinity of Whitelock street and Linden avenue in the Thirteenth ward.

(h) In the vicinity of Ashburton in the Fifteenth ward.

(i) In the vicinity of Calverton and Edmondson terraces in the Sixteenth ward.

(j) In the vicinity of Carroll and Irvington in the Twentieth ward.

(k) In the vicinity of Hollins and Catherine streets in the Twentieth ward.

Such a site may well carry to lasting memory the name of someone whose friends or the public desire to perpetuate. The Rosenberg Library in its *Bulletin for March*, 1914, well states:

“A purely decorative monument of bronze or marble adorning a city park may perpetuate the name of a soldier or statesman, but can do little or nothing to make his memory truly revered. On the other hand, a memorial which, like a training house, a library or a hospital, enters into and influences for good the life of an undying posterity, constitutes a memorial in the fullest sense of the word.”

The Board of Trustees of this Library, after careful consideration, made the following request of the Board of Estimates on

October 1, including only those amounts which seemed indispensably necessary for the work of the institution:

SEPTEMBER 21, 1914.

Board of Estimates of Baltimore City:

GENTLEMEN—The Board of Trustees of the Enoch Pratt Free Library of Baltimore City respectfully request that an appropriation of eighty-two thousand three hundred dollars (\$82,300) be placed in the ordinance of estimates for the year 1915, for the equipment, maintenance and support of said Library.

(a) The sum of eighteen thousand three hundred dollars (\$18,300) for the maintenance of the seven Branch Libraries, Nos. 9, 12, 13, 14, 15, 16, 17, built from the fund given by Andrew Carnegie, Esq., being 10 per centum of the cost of the buildings, the minimum amount agreed to be paid by the city.

(b) The sum of two thousand five hundred dollars (\$2,500) for the maintenance of Branch No. 8, in Walbrook.

(c) The sum of one thousand dollars (\$1,000) for the maintenance of Station No. 10, on Gay street.

(d) The sum of one thousand dollars (\$1,000) for the maintenance of Station No. 11, on East Baltimore street.

(e) The sum of two thousand dollars (\$2,000) for the remodeling of two Branches, Nos. 2 and 7, in a similar manner to that in which five of the older Branches have been remodeled in the last three years.

(f) The sum of five thousand dollars (\$5,000) for the increase of the salaries of the Library staff.

The Ordinance of Estimates last year contained an appropriation of two thousand five hundred dollars (\$2,500) for this purpose, and we ask that this appropriation be continued and that an additional sum of twenty-five hundred dollars be appropriated so that we may make certain other much needed increases in the salary list. Not only are we paying much less than other cities to persons holding similar positions, but also much less than is paid to the teachers in our public schools. The importance of the Library as an educational institution is such that we ought to be able to place on our staff persons as well equipped as are these

teachers, and pay them salaries equivalent to those received by the latter. In our request last year we stated certain facts, which we desire again to emphasize: "Many of the employees are grossly underpaid, because of the inadequate income of the Library, and the discrepancy is so great, as compared with the salaries paid in other lines for a similar class of service, that it is becoming each year increasingly difficult to secure a properly educated and efficient force, and the usefulness of the Library is becoming more and more liable to serious impairment. It is the belief of the Trustees that from eight thousand to ten thousand dollars would not be too much to expend in this way, but the Trustees deem it wiser to proceed slowly, and, therefore, only ask at this time for the sum of five thousand dollars." These statements continue perfectly true at the present time.

(g) The sum of seventeen thousand dollars (\$17,000) for the purchase, binding and cataloguing of books for the seventeen Branch Libraries. One thousand dollars for each of these Branches is the minimum amount which should be expended for the purchase and cataloguing of new books and replacement of standard worn-out books, and the rebinding and repairing of books which need such attention, so that they may longer serve the public.

(h) The sum of seven thousand five hundred dollars (\$7,500) for the maintenance of Branches 5, 6, 7. The original gift of Mr. Pratt, in his words, contemplated a main building and "Branches connected with it in the *four* quarters of the city," and the annuity created by Mr. Pratt's gift was evidently intended for the maintenance of these five Libraries only.

In their endeavor to meet the pressing needs of the city, the Board of Trustees established three other Branch Libraries. As a result of this action, the annuity has been charged with expenses not originally contemplated, and it is no longer sufficient to provide satisfactorily for its original purposes. We, therefore, request that the same appropriation be made for the maintenance of these three Libraries which has now been made for a number of years for Branch No. 8, namely, twenty-five hundred dollars annually for each of them.

(i) The sum of ten thousand dollars (\$10,000) for the maintenance of Branches 1, 2, 3, 4. The grant of this request will enable us to devote the entire amount of the annuity to the general administration of the Library system and to properly equip and maintain the Central Library as at present conducted.

(j) The sum of four thousand dollars (\$4,000) for the reconstruction of 400 Cathedral street and of the janitor's house at the Main Library.

(k) The sum of nine thousand dollars (\$9,000) for the equipment and maintenance in 400 Cathedral street of open shelf room, technological and children's departments.

The Central Library was erected in the years 1882-4 and was constructed to hold 200,000 volumes. There are now accessioned in the collections of that building 190,109 volumes, so that it is at once to be seen that the capacity of the building has been reached. We are at a loss to know where to place the new books which must continuously be bought to keep the collection up to date in all branches of literature.

The Administrative Departments of the Library are also much cramped for room and are unable to do as efficient work as they should on account of the narrow and somewhat inconvenient quarters in which they are placed. The building was erected before certain departments of library work had been begun, and consequently no provision for those forms of activity was made when the building was constructed. Fortunately, we are in possession of the premises 400 Cathedral street, the lease of which runs out in April of next year. For the sums stated above it will be possible to connect the building situated on that lot with the Central Library Building and to equip and maintain this new annex for library purposes. If this appropriation is made, we plan to open in the first and second floors of 400 Cathedral street three departments, the need of which is keenly felt in Baltimore, namely, a Standard Open Shelf Library, a Young People's Room, and a Technology Room. (1) There should be, in connection with the Central Library, a collection of the books of the best literature to which a safe-guarded open access is given the people of the city. A collection similar to that placed in our Branch

Libraries will enable persons who come to the Central Building to have the opportunity of examining the best books for themselves. (2) We should also be able to give more especial attention to young people than is possible in the present Central Building, placing our juvenile literature around the walls of a room to which children should be admitted, and where their reading should be under careful guidance of one of the well-trained members of our Library Staff. (3) The Technology Department is also one which we ought to be able to develop, especially at this juncture when the removal and the enlargement of the Polytechnic Institute and the establishment of an Engineering School at the Johns Hopkins University have made an especial demand for assistance on the part of those desiring to read books upon practical arts and applied sciences. It will be a great boon to Baltimore if we are enabled to place the books in these classes, in a room where a person, trained in library methods and well versed in the literature of science and applied art, shall be able to advise and suggest the books needed by those desiring to obtain knowledge upon any subject in this division of the field of knowledge.

The third floor of this building, now occupied by its janitor, may be devoted to quarters for our head janitor, thus enabling us to remodel his present rooms and utilize them for a much needed addition to the accommodations of the Administrative Department of the Library. We have made careful computation of the amount needed to make these alterations, as well as to equip and maintain the departments for next year, and fear that these advanced steps cannot be taken with a less appropriation than that herein asked, and we also feel sure that the advantages to the city will be more than commensurate with the amount of money for which we make request.

(1) The sum of five thousand dollars (\$5,000) for the remodeling of and addition to Branch No. 8, in Walbrook.

Over ten years ago Mr. Francis A. White presented to the city for library purposes an admirably situated lot in Walbrook upon which his father, the late Francis White, erected nearly twenty years ago a well-built, neat frame building, which was used for

a number of years as a Union Chapel. It was the first public building in Walbrook and has proven admirably adapted for library purposes. The growth of the population of the vicinity, however, has made it too small to carry on therein, properly, the growing work of the Branch, and it is desirable to enlarge it by an addition which will render it better equipped to carry on its important work.

If all of the several sums asked for be granted us, our total income, including the annuity, will still be far less than that of the municipal library in any city in the country which can be compared with Baltimore. Unless we receive an adequate appropriation, we cannot enter upon the new fields of usefulness which open before us, or sufficiently increase our valuable collections of books. We are most anxious that the Library may keep well abreast of all other departments in the growth of the city, and may suitably serve the people of Baltimore by providing them with educational advantages and wholesome mental recreation. With appropriations such as we have requested above, we can render efficient service to the public and fulfill the purpose of the founder in establishing the Library "for the benefit of our whole city."

After giving us a hearing, the Board of Estimates felt that the sum of \$48,300 was all that it was in a position to allow us in the Ordinance of Estimates for 1915.

GENERAL SURVEY.

The membership of the Board of Trustees has experienced one change in the past year. At the April meeting William G. Baker, Jr., Esq., was elected to the vacancy created by the resignation of John E. Semmes, Esq.

At the beginning of 1915 this Library contains 321,576 volumes, and is administered by 120 officers and employees. The home circulation of books was, during the last year, 653,493, and with the greatest economy the expenses amounted to \$100,366.23, so that it is evident that the Library could not have been carried on, even within the present bounds of its work, unless there had

been received from charges, catalogues, etc., a sum added to the annuity and the appropriation paid by the city. In 1914 the library system consisted of a Central Library Building, fifteen Branches and two Delivery Stations, in addition to which books were sent to 47 institutions, and by an arrangement with the Maryland Public Library Commission to 16 blind persons outside of the city. In the Reading Room of the Central Library 68,823 books and 97,199 magazines were used. Complete figures as to reading room use cannot be given, owing to the fact that nearly all of the Branches have open shelves. The number of books circulated from the beginning amounts to 16,432,474. The registration books show that there are now 42,897 borrowers' cards outstanding, and that 244,242 persons have at different times become entitled to the use of the Library. The circulation of books by classes is given in Table A, that by months in Table B. The number of books in the various classes in the Central Library, the number added to each class during the year, the total circulation of each class and the average number of times each book went into circulation are shown in Table C, while Table D shows similar figures for the Branches. The circulation of periodicals in the various reading rooms is shown by months in Table E, while Table F gives comparative library statistics of Baltimore and other cities. From Table F we see how great is the disparity between our income and that of the libraries of other cities of the rank of Baltimore.

Mr. Pratt, by a gift to the city of about \$1,150,000 (Central Library, first four Branches and endowment) in 1882, enabled the city to have public library facilities without further expense than payment of the annuity of \$50,000 for over twenty years, the first city appropriation being one of \$5,000 made in 1908. The appropriation last year (1914) was \$42,300. Since the opening of the Library both area and population of Baltimore have doubled, and the number of Branch Libraries has increased from 4 to 17. A collection of over 300,000 volumes has been gathered.

In reference use of reading rooms, in lectures in the newer Branches, in reading clubs of children, the Library serves useful

public functions, in addition to the home circulation of books. The service of the Library to the people in the circulation of books is accomplished not merely through books drawn at its buildings, but also through sending of boxes of books to the public schools of the city, private and Sunday schools, playgrounds and recreation centers, department stores and factories, settlements and study clubs.

On October 21, by deed from Mr. Frank Novak, a lot was given for a Branch Library in the northeastern section of the City, construction of which is expected to be made in 1915.

Mr. Samuel West, on April 27, had the honor to be the first member of the City Council to introduce in the First Branch of the City Council an ordinance for the purchase of a lot for a Branch Library by the City. This ordinance was re-introduced on September 21, and provided for the purchase of a lot in the neighborhood of North and Callow avenues, and the appropriation of ten thousand dollars therefor.

On October 19, Mr. W. N. Hildebrand followed this most excellent example and introduced in the First Branch City Council an ordinance for the appropriation of eight thousand dollars for the purchase of a site for a library in the Twentieth ward, between Frederick Road and the Old Frederick Road. This ordinance was advocated before the Board of Estimates by a large delegation of women from Carroll and Irvington, representing the Women's Clubs of that vicinity, who are desirous of enjoying the privileges of a library in that neighborhood.

A week later, on October 26, an ordinance was introduced in the First Branch City Council, by Mr. Samuel Lasch, for the appropriation of twenty thousand dollars for the purchase of a site in the neighborhood of Baltimore and Aisquith streets, upon which a Branch might be erected to take the place of Station No. 11, and Mr. Duke Bond, in the Second Branch City Council, introduced an ordinance appropriating ten thousand dollars for the purchase of a site in the neighborhood of the west end of Baltimore street.

We greatly hope that some of these ordinances and possibly others like them may be passed next year.

It is important to realize the purpose of such an institution as ours. Mr. Drew B. Hall, in an address upon the "Aims of the Library of Today," printed in the *Library Journal*, January, 1914, said:

* * * "A public library shows humanity educating itself for human life—improving its efficiency, perfecting its nature, enriching its capacities and resources. But the supreme task for the democracy of the future is to educate itself for its work as a democracy. Popular government must be intelligent. A democracy cannot survive, still less prosper, without libraries or their equivalent." * * *

This statement of the function of the library is true, but it is only one side of the truth. Fortunately, from the pen of the same man, in the Forty-first Annual Report of the Somerville, Mass., Public Library, we are able to quote:

"But the spirit of the library turns on us sad eyes of rebuke when we dwell too long on her function as educator of workers and voters. She first and last offers to us, at their best, the things for which we work and live. She gives us books gathered from all lands and ages, selected, adapted to mood and taste and capacity, and books are not only or chiefly tools of trade, but the nourishment and tonic and solace of the soul. Come to this palace of reading, she calls; accept the freedom of its tables and shelves, command the best attendance and advice we can give, and spend your hour or your evening here in the company of the brightest minds, the noblest characters, the bravest workers of your kind; and go hence, as after a mental and moral bath, and a feast at a full table, not only better fitted for your calling as worker and citizen, but a wiser, larger, purer, happier man; for here as nowhere else in such opulence you will find 'the friendship of books,' whose acquaintance and influence 'quickens the intelligence, refines the taste, enlarges the understanding, diversifies the experience, warms the heart and clarifies the soul.' Of all the ministries of a city to its citizens is there any to surpass, to equal this? It invites all the people into the aristocracy of intelligence and character. The best that life has to give man, at

his best and highest, it makes the universal prerogative of the whole body of citizenship."

These two sides of the library's work are also well stated by Mr. Wadlin, of the Boston Public Library, in his address at the dedication of the Public Library Building in Brockton, Mass., and by the Rev. Henry Sloane Coffin in *All the World* for July, 1914. On the one hand, Mr. Wadlin truly says:

* * * "They have taken their proper place as essential parts of the municipal organization, closely connected in their operation with the development of citizenship. They supplement and extend the work of the schools. They cover, in the work of public education, a field from which the schools by their necessary limitations are excluded, and, no less important, they provide, through the circulation of imaginative literature, an effective foil to the materialism of the day." * * *

* * * "Through the public libraries everywhere the so-called 'unprivileged'—the folk of lesser opportunity—are being gradually brought in contact with the intellectual life of humanity in ways heretofore restricted to the few." * * *

* * * "No student is fully educated who has merely completed the ordinary school or college course. For these, as well as for the large numbers who on account of age or restricted opportunity have had no school training, the library supplements the schools, providing the young mechanic or artisan with text books in design and in all departments of the arts and sciences. Most of these books would be entirely out of reach except for the public library. Many of them are expensive and, apart from the question of expense, those to whom they would be most useful are without the power to select them intelligently.

"Secondly, consider the social need of a clearer comprehension of our civic duties, or even of our ordinary civic relations to one another." * * *

* * * "The old idea of patriotism was that of willingness to die for one's country. The new idea, becoming constantly more influential, is that of willingness to live for one's country, to give to the duties of citizenship the highest powers we possess of special service; to make real the 'union of order, liberty, justice

and honor, upon which alone true government must rest.' Where, I ask, may the man in the street find the inspiring books that may quicken the growth of this sort of patriotism except at the public library?" * * *

The Rev. Henry Sloane Coffin's statement is no less true:

"To keep in touch with the great and devout of the past by mastering their lives, to have one's imagination fired by the poets and one's mind filled with the portraits of the characters of our great novelists, is to be strengthened and exalted. George MacDonald speaks of one who

Read book on book; and wandered other climes,
And lived in other lives and other needs,
And grew a larger self by other selves." * * *

"Big books, the literature of power, 'books of refuge' (to use a phrase of Edward Rowland Sill's) are what we most need. There will be times of discouragement when we want to be taken out of ourselves. Certain books—a drama of Shakespeare's, for instance—carry us into a world that has this among its many advantages that the reader does not encounter himself among its inhabitants. There are other times when the current of our feelings runs sluggishly, when our horizon is contracted, when the mind is unbraced. We step to the shelf and take down a book of power and the heart is aflame, the outlook on life marvelously expands, the intellect is whetted with fresh curiosity. Through the book God has said, 'Arise and eat.' And we go in the strength of that food for days."

One of the very important phases of the library's usefulness is its educational one—a phase emphasized by James Christison in an important article which appeared in the *Library World* for October, 1914:

"If we try to analyze the causes that brought forth the modern public library and determined its policy, we find that this institution is one of the many manifestations of the principles laid down by our forefathers, that the education and the means and the tools of education shall be within the reach of all classes of the citizens. Books are such educative tools, and the average municipality has deemed it a good policy to furnish books free to whom-

soever may apply. The activities of the library reach out to all classes of society, irrespective of age, creed or social standing. The public library is at the service of all, and its aim is to serve each individual according to his or her needs. The modern library and the modern librarian are new things. The old library was a warehouse wherein were entombed many and mighty volumes of books, but it was a luxury. The modern library is a laboratory, a workshop for the public, affecting the social side of life as well as the intellectual. It is an organic institution, a necessity, and the provision, therefore, of a municipal institution where the best and most up-to-date books on every subject may be seen and either read there or taken home is an expression on the part of a corporation and a community that 'man does not live by bread alone.' * * *

"That the library fills a complementary and very important place in a complete system of education is now an accepted fact. It is the evening continuation, and, to a limited extent, the technical school in one. Education is an unending process, and the work of the school is continued in the library. These things are true regarding self-development and the acquisition of knowledge, but there has always been a missing link between the library and school education as a preparation for the struggle, the everyday work of life." * * *

"Starve the public library and the schools will lack the means of bringing to maturity the seeds the teachers have sown." * * *

ORDER AND ACCESSION DEPARTMENT.

"Books are the voices of the distant dead. If Homer will cross my threshold and sing to me the Siege of Troy: if Demosthenes will thunder to me his Philippics: if Dante will tell me of his Divine Comedy: if Milton will sing to me of Paradise Lost: and Shakespeare open to me the world of imagination and the working of the human heart: and Webster will expound to me the constitution: and Franklin enrich me with his practical wisdom, I shall not pine for intellectual companionship, and when the misfortunes of life multiply upon me and the clouds of

adversity settle low, and my heart is cast low before the rugged realities of life, I may restore my spirit in the sweet fields of divine fancy." ("The Blacksmith's Story." *Wisconsin Library Bulletin*, March, 1914. Page 42.)

The total number of books now on our accession catalogues is 321,576. During the year 19,219 books were accessioned, of which 3,459 were replacements. Since the opening of the Library 106,363 books have been condemned and withdrawn from circulation; 5,183 of these were condemned during the past year.

The number of volumes in the Library at the beginning of the year was 307,540, so that the net gain has been 14,036 volumes. We make no attempt to collect pamphlets, but there are probably some 6,000 pamphlets in the Library collection.

During the year 6,358 volumes were added to the Central Library; to Branch No. 1, 267; Branch No. 2, 275; Branch No. 3, 275; Branch No. 4, 279; Branch No. 5, 269; Branch No. 6, 336; Branch No. 7, 303; Branch No. 8, 409; Branch No. 9, 408; Station No. 10, 203; Station No. 11, 299; Branch No. 12, 418; Branch No. 13, 504; Branch No. 14, 487; Branch No. 15, 504; Branch No. 16, 644; Branch No. 17, 3,950.

The total number of books now accessioned for the Central Library is 192,850, and for the Branches as follows: Branch No. 1, 13,810; Branch No. 2, 13,153; Branch No. 3, 11,199; Branch No. 4, 11,068; Branch No. 5, 13,416; Branch No. 6, 12,027; Branch No. 7, 7,924; Branch No. 8, 5,486; Branch No. 9, 4,772; Station No. 10, 1,949; Station No. 11, 2,551; Branch No. 12, 5,745; Branch No. 13, 5,829; Branch No. 14, 5,442; Branch No. 15, 5,050; Branch No. 16, 5,289; Branch No. 17, 4,016.

The usual stock-taking was prosecuted with care, and its result is as follows: There were missing from the Central Library 110; Branch No. 1, 2; Branch No. 2, 2; Branch No. 3, 8; Branch No. 5, 13; Branch No. 6, 19; Branch No. 7, 3; Branch No. 8, 1; Branch No. 9, 30; Station No. 10, 13; Station No. 11, 9; Branch No. 12, 21; Branch No. 13, 12; Branch No. 15, 6; Branch No. 16, 2; Branch No. 17, 2. Since the Library was opened in 1885, we have lost 1,705 books, divided as follows:

Central Library, 931; Branch No. 1, 56; Branch No. 2, 34; Branch No. 3, 52; Branch No. 4, 21; Branch No. 5, 26; Branch No. 6, 67; Branch No. 7, 12; Branch No. 8, 24; Branch No. 9, 71; Station No. 10, 75; Station No. 11, 110; Branch No. 12, 151; Branch No. 13, 50; Branch No. 14, 5; Branch No. 15, 13; Branch No. 16, 5; Branch No. 17, 2. The loss this year was 1 to every 2,919 books circulated. From the beginning the loss has been 1 to every 10,848 books circulated.

Of the 19,219 volumes accessioned for the Library during the year, 826 were bound magazines and periodicals, 794 were donations (including the deposit of United States Documents) and 17,599 were purchased at an average cost of 99 cents per volume.

Worn-out books were sent to schools and other institutions throughout the State which could use them, and were greatly appreciated by the recipients. In many cases the libraries to which these books were sent are almost completely composed of them. An apt statement made by Mr. Thomas Ethelbert Page was printed in the *Library Association Record* for August-September, 1914:

“Without books you cannot have a wise people, a people intelligent and educated so that they can manage wisely their own affairs, and also take their part in that world’s struggle for the control of commerce—that is, for the means of existence—which with every new discovery of science is becoming rapidly something which is carried on not so much by the body as by the mind.”

The replacement work has been kept up well. Among the donations received have been a considerable number of miscellaneous books from Mrs. C. R. Miller and several volumes of religious books in New York Point for the Blind, from the Xavier Benevolent Society. A more important gift for the blind was that of five hundred dollars from a lady, as yet unknown, the amount to be expended through Mr. John F. Bledsoe, the Principal of the Maryland School for the Blind. This amount will enable us practically to complete the purchase of all books and pieces of music printed for the blind, in embossed New York Point type, which we care to place upon our shelves, and will

make our collection very complete and useful to the blind persons, not only of Baltimore, but also of the county districts of Maryland.

In addition to the books for Branch No. 17, and the American books from our local agent, large invoices of English books were received, and books in foreign languages to a less extent. During the latter part of the year books from England were insured against war risks, and the books from the Continent were very slow in arriving, on account of the European war. A personal loss has come to us through the death from wounds received in the field of battle of our French agent, J. Terquem, a charming and gallant man, and an active and satisfactory dealer with whom to transact business.

During the latter months of the year, in spite of the great war in Europe, several large invoices were received from our English agent, and small shipments from our French and German agents.

CATALOGUE DEPARTMENT.

During the year 9,830 volumes were catalogued for the Central Library and 9,830 for Branches. In the reclassification of the Branches good progress has been made. Of the books in the Branches remaining to be reclassified, 11,832 were recatalogued during the year, leaving only 11,122 for future work before the work is complete. I trust that we shall be able to complete the work this year. Owing to the pressure of the work of cataloguing books for new Branches, and of reclassifying the books in the old Branches, certain arrears of work have accumulated in the Central Library, but I believe that a large part, if not all, of these arrears will be cleared away in the coming year. The work has been set back during the past year by an unusual number of changes in the force, necessitating the transfer of new cataloguers. One hundred and one volumes were catalogued for the Library of Congress. Among the books catalogued for the Library of Congress are the additions to the sets of *Everyman's Library* and the *Cambridge County Geographies*. We are happy to be able to coöperate in the preparation of Library of Congress cards which we find so useful in our own catalogue.

The work in foreign languages has progressed, and the cataloguing of the Yiddish books was completed in April. In this cataloguing we were indebted to Dr. Elias N. Rabinowitz for assistance. We have also completed the cataloguing of the Bohemian books, being assisted by Mr. Jos. Sir. Our Polish books have been largely catalogued through help by the Rev. Paul Fox, although there is still some work to be done in this language.

The cutting of the old cards to the standard size has progressed so as to relieve the congested condition of the catalogue as far as the letter "N," and important additions have been made to the public card catalogue.

Special lists were prepared by the Cataloguing Department upon various subjects. The recataloguing of the Branch books causes us to reclassify and recatalogue many books for the Central Library. The divided condition of this department between the Central Library and the Annex, somewhat hinders our efficiency, but in spite of all hindrances faithful, accurate and effective work in cataloguing is being done.

Among the great needs of the Library is the completion of the public card catalogue in the Central Building. Utilizing the Library of Congress cards, we have completed the catalogue in the class Fiction, but in the other classes much yet remains to be done. The public card catalogue contains only those books which have been added to the Library or have been recatalogued since the end of 1904. We are steadily pushing on the work, but are very much hindered in the recataloguing of the old books through the meagreness of our annual appropriation. Could we receive an especial appropriation of not less than \$15,000, it would be easy to push through the work in the course of a few months. From time to time important pieces of recataloguing have been done, as, for example, in the last few months of the year thirty-eight volumes of the *American State Papers* and the eight volumes of *Winsor's Narrative and Critical History of America* were recatalogued, with full analytical entries.

Special effort was made to catalogue all new accessions bearing upon the present war, also any on specially timely topics. In using the Library of Congress cards the one fault we have to

quarrel about is the long delay in receiving many that we order. Very often it happens that for the most worth-while books our orders are held for the longest period. When such is the case and the book is asked for by the public, a temporary entry is made for it.

The record of books reclassified at the Branches is as follows: Branch No. 1, 2,105; Branch No. 2, 1,990; Branch No. 3, 1,606; Branch No. 4, 1,570; Branch No. 5, 1,978; Branch No. 6, 1,765; Branch No. 7, 818; total, 11,832.

At Branch No. 1 there remain 2,361 to be changed; at Branch No. 2, 1,456; Branch No. 3, 1,414; Branch No. 4, 1,622; Branch No. 5, 1,869; Branch No. 6, 1,585; Branch No. 7, 815; total, 11,122.

PUBLICITY.

The usual *Bulletin of Accessions* for 1913 was published in February, and in April a bulletin appeared containing all of our titles of books for the blind. A leaflet was printed in June, containing the names of authors of books comprised in our collection in the Yiddish language, deposited in Station No. 11. In October, 1913, we began the publication of occasional leaflet bulletins, each containing one advertisement of the firm who paid for the printing of the bulletin. Two of these leaflets, containing selected lists of new books and a list of books on Mexico, appeared in 1913. In 1914 six have been published, containing titles of Books on the Income Tax, Banks and Banking and the Currency Question; Selected List of New Books; Books of Vacation Suggestions; Books on the Warring Nations of Europe; Books on Timely Topics; and Christmas.

The Annual Report of the Librarian appeared in February, and we received many pleasant notes in acknowledgment of it, congratulating us upon the work we are doing. A second edition of "Facts for the Public" was issued in November, twenty thousand copies of it being printed. It has been found very useful as giving the latest information as to the Library.

Feeling that we had an especially favorable opportunity for the display of books in the windows of our annex on Cathedral

street, we placed showcases there in 1913, and in the showcases have given exhibitions of books on special subjects. These exhibitions have attracted the attention of many persons and, it is believed, have brought new patrons to the Library. Most library advertising in connection with the buildings simply induces people who are already in the building to draw certain books. These exhibitions, it is believed, are bringing people into the building. Some of the subjects which have been placed on exhibition are as follows: Cotton, South America, Turkey, Maryland Week Agricultural Exhibit, Charities, California and the West, Insects, Books Descriptive of Countries at War, Battleships, Biography, Autumn, Art, Electricity, etc.

The *Peabody Bulletin* for February printed a photogravure of the window at a time when a display of books relating to music was made, and the *Baltimore Catholic Review* gave a half column notice of the window, at a time that books concerning the Roman Catholic Church were on exhibition.

We have increased considerably the use of the Neostyle mimeograph during the year. Our list of boys' books proved helpful to many borrowers among boys, and induced boys to obtain cards in the Library. In May we began distributing monthly lists, prepared by the Assistant Librarian, of books upon some selected subject, which lists are sent regularly to any school that asks for them. Some of the subjects of these lists have been: Suggestions for Reading—Poetry; List of Vacation Books for Boys and Girls; List of Books on Great Britain, Germany, France and Russia, for boys and girls in the Grammar School.

We have received the most cordial treatment from the newspapers of Baltimore, both in the news and in the editorial columns. Each paper has emphasized at one time or another the importance and usefulness of the Library to the citizens of Baltimore.

REGISTRATION.

There are now 42,897 borrowers' cards in force; 244,242 borrowers' cards and 62,621 students' cards have been issued

from the beginning. Registration is given for a period of three years, so that all the borrowers' cards in force have been issued within a triennial period. During the year 3,139 students' cards were issued. Two hundred and thirty-two institutions are entitled to the use of the Library. The registrations for the year amounted to 10,688, of which number cards were obtained at the Central Library for 2,349; Branch No. 1, 440; Branch No. 2, 842; Branch No. 3, 738; Branch No. 4, 428; Branch No. 5, 897; Branch No. 6, 567; Branch No. 7, 312; Branch No. 8, 267; Branch No. 9, 197; Station No. 10, 385; Station No. 11, 576; Branch No. 12, 395; Branch No. 13, 774; Branch No. 14, 166; Branch No. 15, 204; Branch No. 16, 184; Branch No. 17, 967.

Fifty-seven cards were issued temporarily on a deposit of a sum of money.

During the year the following new points of distribution were added to our list: Consolidated Gas Electric Light and Power Co., Brager's Department Store, Parental School, Convent of Visitation, School No. 118, Walbrook and Calverton Branch Y. W. C. A.

Of the institutions granted the privilege of drawing books, forty-seven have drawn books during the year. These institutions have drawn the following number of books in 1914: Public Schools—Eastern High School, 2,408; Parental School, 481; Teachers' Training School, 41; Western High School, 48; School Twenty, 108; School Twenty-one, 46; School Twenty-nine, 157; School Forty-two, 1,874; School Forty-eight, 167; School Forty-nine, 7; School Sixty-five, 1,945; School Seventy-seven, 273; School Eighty-five, 315; School Ninety-four, 59; School One hundred and eighteen, 48; Arundel School, 37; Bryn Mawr School, 117; Convent of Visitation, 52; Goucher College, 1; Maryland School for Girls, 994; First Presbyterian Church Sunday School, 189; German Immanuel Sunday School, 193; St. Gregory's Sunday School, 840; St. Paul's Reformed Church Sunday School, 704; Sts. Philip and James' Roman Catholic Church Sunday School, 358; Second Church Evangelical Association, 915; Strawbridge Sunday School, 139; Carroll Park Playground, 158; City Spring Playground, 382; Baltimore Club,

563; Handicraft Club, 21; University Club, 573; Postoffice Station N, 1,169; Police Department, 529; The News, 6; The Sun, 32; Ann Street Settlement, 1,521; Blue Ribbon Candy Co., 3; Gas Office, 17; Gilpin-Langdon Co., 1,016; Hochschild, Kohn & Co., 1,764; The Hub, 1,717; Jewish Social Centre, 48; Rest Room for Women, 701; Settlement House (Druid Hill avenue), 47; Walbrook and Calverton Y. W. C. A., 59; Y. W. C. A. 2d Branch, 163.

The classification of the institutions drawing books during the year is as follows: Public Schools, 15; Private Schools, 4; Reformatory Institutions, 1; Sunday Schools and other Church organizations, 7; Playgrounds, 2; Clubs, 3; Postoffice, 1; Police Station, 1; Newspapers, 2; miscellaneous, 11.

For several years the number of borrowers was about 40,000, and there was almost no appreciable change in the total from year to year. During the last year, however, there has been a very satisfactory increase, and at present there are 42,897 borrowers entitled to use cards. It will thus be seen that almost one in every twelve of the total population of Baltimore has registered within the past three years as a borrower to this Library. We hope that the increase in the number of borrowers will continue during the coming year, as the advantages of the Library become better known and as the usefulness of our new Branches becomes more extensive.

MAIN LIBRARY.

As no addition has been made to this Library during the year, it necessarily follows that conditions are more congested here than ever. As Cato made the theme of all his speeches: *Carthago est delenda*, so the theme of every report must be that it is necessary that the Library should have an additional building placed upon Cathedral street, opposite the Cathedral, and giving Baltimore library facilities equal to those possessed by other cities like ours. So strongly were the Trustees impressed with the need that the Central Library give greater facilities for the public, that they included in their request of the Board of Estimates for 1915, the sum of \$13,000 for the opening of new

departments of work in a building on Cathedral street, now owned by the Library.

During the year sewer connection was made at the Central Library and at all the buildings we own upon Cathedral and Mulberry streets. The Librarian's office was frescoed and the walls of the rooms of the second and third floors of 404 Cathedral street painted. A sanitary drinking fountain was placed on the stairway to the Reading Room, in the early part of the summer, and proved a great convenience to those frequenting the building. In the autumn the upper wood panels in the doors of the Delivery and Registration Rooms were replaced by French plate glass, and a check was also placed upon one of each pair of doors so that they can now be kept closed during cold weather. By doing this, the rooms have been rendered very much more comfortable and the appearance of the rooms has also been improved.

In the annex at 404 Cathedral street during the latter portion of the year the walls of the rest and lunch rooms were frescoed and a new chandelier was placed in them. The third-story rooms were also refrescoed and shelved for the storage of books and pamphlets.

REFERENCE DEPARTMENT.

The Reference Department has been very busy and has:

1. Attended to the needs of thousands of persons desiring information upon special subjects.
2. Given the current magazines to those desiring to read them.
3. Prepared and posted on the bulletin board lists upon current topics.
4. Collated and prepared for the binder, magazines whose volumes were completed.
5. Displayed weekly a different subject in the showcase in one of the windows in the annex on Cathedral street. One of these displays—that of a number of musical books—was photographed for the *Peabody Bulletin* of February.

6. Answered daily calls over the telephone for information upon various topics, which calls came from our newspapers and from individuals of all classes.

Scarcely a day passes without written or telephoned requests from the *Sun* and *News* inquiry columns for information, most of which we are, fortunately, able to give them.

The bulletin board claims much of our time and thought. Lists on the current topics of the day, such as the Currency Question, Situation in Mexico, Panama Canal, Tariff, the Monroe Doctrine, etc., are being constantly posted, thus making it easy and convenient for our readers to get desired information. The many anniversaries, lectures and art exhibits recently held in our city have also been noted, and suitable references have been placed on the board for our patrons.

The annual examinations for Yale University were held here during June, and those taking part were well looked after and cared for. The Johns Hopkins University Summer School likewise came in for special attention. Lately a large list of books for Sunday School workers has been reserved for use in the Reference Room.

The Star-Spangled Banner Centennial was anticipated by this department in the way of posting references of every kind on our bulletin board. These references were consulted by many of our readers as they came in and out of the Library. The designers of the floats in this celebration received much help in the way of illustrations of historical costumes, seals, etc.

The great war has caused a large increase in the number of books used in the Reading Room. Lists of books and magazine articles bearing on the countries involved have been made and posted on the bulletin board, and these references are constantly consulted.

The attendance in the Reading Room has been greater this fall, perhaps, than ever. This, no doubt, is due in part to the interest aroused by the European war now going on. So great has been the number of readers that at times we have had scarcely chairs sufficient to accommodate all. Then, too, the various holidays called for special references, and teachers and pupils again called

for books; the different reading clubs in the city likewise sent requests for information.

The three hundred and fiftieth anniversary of Shakespeare was celebrated and noted by a display of books on a special table in the Reading Room. Owing to the fine collection of Shakespeareana which the Library possesses, this display was greatly enjoyed by many of our readers, and it brought to notice many books in the Library of which the public knew nothing.

Special mention must be made of the amount of reference work accomplished by telephone. One would scarcely believe that so much information could be given in this way. There are times when one clerk devotes her whole morning or afternoon to outside references.

The collating of the magazines also forms a great part of the work of this department and, naturally, increases each year. This work we try to do during the less busy hours of the day, and it is really surprising how much we have accomplished. For the year closing, 895 volumes have been prepared and sent to the binders, 520 of these belonging distinctively to the Reference Department.

Our pamphlet collection must not be forgotten. We are daily receiving these publications, and as they contain the latest and best material on their respective subjects, they are naturally most popular.

In order to relieve the overcrowded condition of the upper reference room, new shelves have been put in the third story of 404 Cathedral street. This additional room we now use to place the various Federal Government publications and the pamphlet collection.

The list of periodicals for 1915, both for Central and Branch libraries, has been carefully revised. Great care is always given to this revision of the magazine list and the changes are made for the betterment of the readers.

The Reading Room of the Central Library was open every secular day of the year from 9 A. M. to 10 P. M., except during June, July, August and September, when it was closed at 9 P. M. On Sundays and holidays, except during the period from June 1

to October 1, and on Christmas, the Reading Room has been open from 2 to 7 P. M. The use on holidays and Sundays has been sufficient to warrant continuing such opening, except during the warm weather. There are 498 current periodicals on file. The largest circulation occurred on December 5, when 565 periodicals were used, and the smallest on December 9, when 275 periodicals were used. The Sunday and holiday circulation varied from 38 on May 24 to 143 on January 25. Ninety-seven thousand one hundred and ninety-nine magazines were used in the Reading Room during the year, as against 92,098 in the previous year. The Reading Room was open 305 secular days, 35 Sundays and 5 holidays, or 345 days in all.

BINDERY.

The Bindery Department has the following record: Books mended, 85,193; books sewed, 5,146; books bound in Library, 588; books bound by outside binders, 911; books rebound by outside binders, 4,564. Of the number of books mended, 17,391 were mended at the Central Library; at Branch No. 1, 6,989; Branch No. 2, 2,432; Branch No. 3, 5,908; Branch No. 4, 4,043; Branch No. 5, 8,384; Branch No. 6, 4,714; Branch No. 7, 4,381; Branch No. 8, 1,896; Branch No. 9, 3,127; Station No. 10, 2,241; Station No. 11, 3,530; Branch No. 12, 6,235; Branch No. 13, 5,536; Branch No. 14, 2,139; Branch No. 15, 2,870; Branch No. 16, 1,153; Branch No. 17, 2,224.

Of the total number of books sewed, 1,289 were sewed at the Central Library and at the Branches as follows: Branch No. 1, 225; Branch No. 2, 394; Branch No. 3, 226; Branch No. 4, 242; Branch No. 5, 121; Branch No. 6, 306; Branch No. 7, 155; Branch No. 8, 110; Branch No. 9, 238; Station No. 10, 146; Station No. 11, 177; Branch No. 12, 161; Branch No. 13, 330; Branch No. 14, 136; Branch No. 15, 225; Branch No. 16, 212; Branch No. 17, 453.

The transitoriness of the physical character of many a modern book, which is the only edition of a work desired by the Library, or which is the best of several poor editions, increases the work of this department. Our experience is the same as that of the

York, England, Public Library, which is expressed in its report, 1913-14:

"Referring to the large number of books it has been necessary to replace during the year, I may point out that one of the disquieting features of the present day, from the Librarian's point of view, is the lessened durability of the modern ordinary book. The paper and binding materials and methods adopted are so often inferior that the life of a book is much less than it was in former days. A showy appearance, even if it is really artistic, is a poor substitute for the strength and wearing power of similar books of some years ago. The porous, fluffy, or air-blown paper on which many novels and some other books are now printed tears much sooner, becomes dirtier much more quickly, and falls away from its binding much more easily than was the case when good materials were used. The expenditure and labor in keeping the stock in a condition satisfactory to the borrower are greatly increased, and there seems to be little hope for improvement. Many of the cheap reprints of today are admirable for the private buyer, but the price of books other than these reprints undoubtedly increases, and, together with the growth of the net system, is imposing an additional strain upon the ordinary Public Library whose income is small but whose circulation of books is great."

From the report of the head of this department the following sentences are taken:

"Of what else could a report for the Bindery—Repair Department—or hospital, consist, except just books, and books, and more books, in a continuous unending stream from one year's end to another. Books in every sort of condition come to this hospital.

"Instead of torn ligaments, we have torn pages, broken joints which we set and make as good as new; but we even go farther than other hospitals, for the mending of broken backs is our specialty. They are restored and made whole again. For compound fractures and dislocations, we must send them to one who has better facilities and can work on a larger scale than ours, binding up just such invalids. Quite a few of these fractures

are caused by the baby of the household. The bookcase door is left ajar; can you expect aught else than what happens? The baby tears the leaves out by the handfuls, or the pet dog shakes it like a rat and then chews it both inside and out. Books with soiled faces to wash and make clean; books that have fallen in the gutter and taken a mud bath. I have been told mud baths were good for rheumatism, but I know they are not good for books.

"One rarely thinks how many stitches are used in sewing one book. Five cuts are made along the back of a book, three for the laces and two for the tie-off stitches. Thus eight stitches are used along each section, the number of sections in a book average about thirty, which makes 240 times the needle is used in one book, and in twenty-five, that day's work, 6,000 were used.

"We also have a school for apprentices. This takes up a good portion of our time; in fact, it needs the supervision of one nearly all the time. We had thirty-six scholars up to December first, an average of nearly one each week. Twenty-one of these were from June first to December first. As they take from one to two weeks to learn just the first principles, we nearly always have two in the room at once.

"We have also ripped, sewn, made cases and backed 46 catalogues and 32 books composed of from 5 to 8 Bulletins each, making 78 this year. Of other unbound books we have ripped, sewn, made new cases and cased 452 this year, with no outside help. These are covered with buckram, practically a non-wear-out-able material, stronger than leather. In fact, nearly all of our work is covered in buckram. We also make large portfolios, and lately desk pads. The music when it comes in paper covers is sent to us instead of going outside, and during the year we have ripped, sewn on tapes, about 70 of these volumes, covering them down the back with leather to give flexibility and strength to its wearing quality."

CIRCULATION—GENERAL.

The well-known essayist, Arthur Christopher Benson, in his book "From a College Window," said:

"I suppose there are three motives for reading—the first, purely pleasurable; the second, intellectual; the third, what may be called ethical. As to the first, a man who reads at all reads just as he eats, sleeps and takes exercise, because he likes it; and that is probably the best reason that can be given for the practice. It is an innocent mode of passing the time, it takes one out of one's self, it is amusing. * * *

"As to the intellectual mode of reading, it hardly needs discussing; the object is to get clear conceptions, to arrive at a critical sense of what is good in literature, to have a knowledge of events and tendencies of thought, to take a just view of history and of great personalities; not to be at the mercy of theorists, but to be able to correct a faulty bias by having a large and wide view of the progress of events and the development of thought. * * *

"And thus in such a mood reading becomes a patient tracing out of human emotion, human feeling, when confronted with the sorrows, the hopes, the motives, the sufferings which beckon us and threaten us on every side. One desires to know what pure and wise and high-hearted natures have made of the problem; one desires to let the sense of beauty—that most spiritual of all pleasures—sink deeper into the heart; one desires to share the thoughts and hopes, the dreams and visions, in the strength of which the human spirit has risen superior to suffering and death. * * *

"They will realize that it is through wisdom and force and nobility that books retain their hold upon the hearts of men, and not by briskness and color and epigram."

We have endeavored to furnish the people of the city with the best books of good literature, works of inspiration, as well as the best books of information which give knowledge of arts and sciences. More and more as the world goes on, the culture of the individual is conditioned in large measure by his contact not only with the best living men, whom he can meet, but with the best men of the past, with whom he may have contact through the printed page. This thought has been so well stated by Lord Bryce in his *University and Historical Addresses* that his words are worthy of extended quotation:

"Thus in many ways and through divers influences, men of today are now more purely children of the present than was any previous generation." * * *

"Now, although the world may be weary of the past, as Shelley said a hundred years ago, it cannot shake itself clear of the past. You here and we in Europe may be eagerly bent on the future, resolved to make it better for the bulk of mankind than the past has been. But we can conjecture the future only from what we know of the past; that is to say, from what we know of human nature and the processes by which it and human institutions change. One who knows only his own country and people does not really know them, because it is only by knowing something of other countries and their peoples that he can tell which characteristics of his own people are normal, generally present in all peoples, and which are peculiar to his own. So, likewise, he who knows only his own time does not really know it, for he cannot distinguish between the characteristics that are transient and those that are permanent." * * *

"The best source of knowledge is, for any period of the past, to be found in the literature it produced, for that was the natural expression of its life given forth through its more gifted spirits; and that is a record which, being contemporary and spontaneous, cannot have been perverted as narratives of fact sometimes are, by those who come after." * * *

"To you undergraduates life now seems a long vista with infinite possibilities. But, if you love learning, you will find that life is altogether too short for reading half the good books from which you would like to cull knowledge. Let not an hour of it be wasted on third-rate or second-rate stuff if first-rate stuff can be had." * * *

"Every man ought to be thorough in at least one thing, ought to know what exactness and accuracy mean, ought to be capable by his mastery of some one topic of having an opinion that is genuinely his own. So my advice to you would be to direct your reading chiefly to a few subjects, in one at least of which you may hope to make yourself proficient, and as regards other subjects,

to be content with doing what you can to follow the general march of knowledge." * * *

"Every language has its classics which those who speak the language ought to have read as part of a liberal education. In our own tongue we have, say, a score of great authors—it would be easy to add another dozen, but I wish to be moderate and put the number as low as possible—of whose works every one of us is bound to have read enough to enable him to appreciate the author's peculiar quality. These, of course, you must read, though not necessarily all or nearly all they have written. Spenser, for instance, is an English classic, but even so voracious a reader as Macaulay admitted that few could be expected to persevere to the end of the 'Faerie Queene.' Even smaller is the percentage of Dryden's works which a man may feel bound to read. Do not look for an opinion as to the percentage in the case of Robert Browning. The sooner you begin to read those who belong to this score the better, for most of them are poets, and youth is the season in which to learn to love poetry. If you do not care for it then, you will hardly do so later." * * *

"Need anything more be said about fiction than that we should deal with it just as we should with other kinds of literature? Read the best: that is to say, read that from which you can carry away something that enlarges the range of your knowledge and sets your mind working. A good story, be it a historical romance or a picture of contemporary social conditions, gives something that is worth remembering. It may be a striking type of character, or a view of life and the influences that mould life, presented in a dramatic form. Or perhaps the tale portrays the aspects of society and manners in some other country, or is made a vehicle for an analysis of the heart and for reflections that illuminate some of the dark corners of human nature. Whichever of them it be that a powerful piece of fiction gives, the result is something more than mere transient amusement. Knowledge is increased. Thought is set in motion. New images rise before us." * * *

"In particular do not omit those few great writers who have attained to a distinctive way of looking at the world as a whole

(what the Germans call a *Weltanschauung*), those in whose minds and works human nature in all its varieties, human life in all its aspects, is mirrored. The author, or authors, of the Homeric poems is the earliest example: Goethe is one of the latest, and not all are poets, for Cervantes is among them." * * *

While it is important that men should read, there is danger that men should not read aright. In a beautiful little work, entitled "Comfort Found in Good Old Books," by George Hamlin Fitch, the writer emphasizes the need of a wide choice of books:

"In this age of cheap printing devices we are in danger of being overwhelmed by a great tide of books that are not real books at all. Out of a hundred of the new publications that come monthly from our great publishing houses, beautifully printed and bound and often ornamented with artistic pictures, not more than ten will live longer than a year, and not more than a single volume will retain any life ten years from the time it first saw the light. Hence it behooves us to choose wisely, for our lives are limited to the Psalmist's span of years, and there is no hope of securing the length of days of Methuselah and his kindred." * * *

"I would like to enforce as strongly as words can express it my conviction that knowledge and culture should be set apart widely. In the reading that I shall recommend, culture of the mind and the heart comes first of all." * * *

"Some of the most truly cultured men and women I have ever known have been self-educated; but their minds were opened to all good books by their passion for beauty in every form and their desire to improve their minds." * * *

"Another point is to guard against losing the small bits of leisure scattered through the day." * * *

Books unwisely chosen will do harm, but books wisely chosen have a vital uplifting influence, as has been said often of late, nowhere better than by the Rev. Frank K. Sanders, in the *Association Men* for January, 1914, where he speaks thus:

"The power of a book is not mechanical—it cannot be measured. It is personal, psychical, spiritual, and sinks into the innermost

life, influencing men's feelings and actions. How valuable, then, is a good book!

"Books interpret life and show how its mystery, uncertainty, sorrow and labor have been borne by other men. A truly great man lives among us and the record of that life is an undying impetus. Men read it, visions are seen, resolves are made, and in ever-widening circles life becomes richer, stronger, more God-like."

A similar statement by George P. Brett, one of the leading members of the firm of Macmillan & Co., appeared in the *Atlantic Monthly* for November, 1914, as follows:

"Of one thing I feel quite certain—that the reading of good literature is necessary to the growth of the mind and the strengthening of character, especially in young people, and that there is no resource for all periods of life so helpful, so satisfying and so enduring as a love of good books. Channing well said: 'God be thanked for books. They are the voices of the distant and the dead, and make us heirs of the spiritual life of past ages. Books are the true levelers. They give to all who faithfully use them the society, the spiritual presence of the best and greatest of our race.'"

In our circulation of books we have endeavored to guide our readers toward the best which we have, since we have felt the truth of the words of Mrs. C. C. Loomis in the *Iowa Library Quarterly* for October, 1914:

"Surely, if it is worth while to force men to take knowledge up to the age of fourteen, it is quite as worth while to urge them to continue for the rest of a lifetime to seek both profit and pleasure from the great stores of information garnered in our libraries."

The circulation at the Central Library has stood at about the same figure this year as last. It is not likely that there will be a marked increase until greater facilities are provided for borrowers. We receive the lists issued by the Health Department of houses in which infectious diseases are reported, and we take every precaution to prevent books drawn by people living in such houses from being returned until they have been properly fumigated. Our experience, however, has been that books are not

an active source of infection; for, in our staff, comprising people ranging in age from fourteen years and upward, we have never had a single case of any infectious disease that could be traced to books. It is pleasant to find that our conclusions are those of Prof. C. E. A. Winslow, who wrote in an article published in the *Popular Science Monthly* for July, 1914:

“Disease germs do not enter the household through the sewer pipes or by flying in at the windows (unless borne on the wings of insects). They are not to any important extent brought in on books, or toys, or clothing, where, if any infection existed, it has mostly dried up and died. They are brought in directly by infected persons (carriers). They are brought in by insects. They are brought in by certain articles of food and drink. These three types of transmission, which have been alliteratively described as infection by fingers, flies and food, account for ninety-nine cases of communicable diseases out of a hundred.”

CIRCULATION—CENTRAL LIBRARY.

The books on selected subjects, placed on the uppermost shelf in the Delivery Room showcase, show the following results: In January we circulated 136 books in Law, as against 70 in 1913; in February we circulated 284 books in History—Asiatic and African—as against 214 in 1913; in March we circulated 412 books in Natural History, as against 190 in 1913; in April we circulated 425 books in Applied Science and Useful Arts, as against 285 in 1913; in May we circulated 255 books in Philosophy, as against 149 in 1913; in June we circulated 424 books in Fine Arts, as against 346 in 1913; in July we circulated 420 books in European History, as against 245 in 1913; in August we circulated 184 books in Education, as against 131 in 1913; in September we circulated 141 books in Medicine, as against 59 in 1913; in October we circulated 356 books in Military, Naval and Recreative Arts, as against 145 in 1913; in November we circulated 606 books in American History, as against 372 in 1913; in December we circulated 459 books in Political and Social Science, as against 275 in 1913.

During the year the home circulation from the Central Library amounted to 177,833 volumes, of which number 120,886, or 68 per cent., were works of fiction. In addition, books circulated through the Outside Delivery are sent from the Central Library. The Library was open from 9 A. M. to 8.30 P. M. for the circulation of books 305 days. At the Central Library, March 7 was the day of largest circulation, when 1,435 volumes were given out. The smallest circulation occurred on June 25, when 442 volumes were used. The average daily circulation was 975. These figures do not include reference use on Sundays.

The average circulation of each book in the Central Library was 1.58. Considerable use is made of the privilege of renewal, which is granted for books not English fiction that have been in the Library for more than a year and are not especially withdrawn from renewal.

During the year 740 notices reserving books have been sent out. This reservation is made for a period of twenty-four hours, of all books except fiction, upon the borrower depositing two cents with the Library. A notice is then sent him, when the book is returned to the Library, and the book is kept subject to his order for twenty-four hours.

In the autumn there was a livelier interest shown by our patrons in borrowing books. To "the war" is due some of this renewed enthusiasm, as there is quite a demand for books bearing directly upon the countries involved, as well as upon military and naval tactics, etc.

At the close of last year we felt that the Central Library was fast tending toward becoming simply a distributing centre for books, but the increased circulation this year over the past two years revives the hope for increased activity. As business houses spring up around us, we will be better patronized by shoppers. The fiction card-index is not consulted as much as it might be, because the readers of this class of books depend upon the case mainly for suggestions, etc. It is astonishing how few novel readers are acquainted with authors. They will tell us very often of some very delightful story by its title, but they have no idea by whom it was written.

OUTSIDE DELIVERY.

The Branch Libraries drew in all 28,215 volumes from the Central Library through this department in 1914, in addition to which there were sent to schools and institutions 23,161 volumes, of which latter number 17,978, or 78 per cent., were works of fiction.

The use of the Library by mercantile and manufacturing establishments for their employees has increased, and our work with schools, clubs and Sunday Schools has continued to be pleasant and valuable.

During the summer books were sent to some of the playgrounds, and throughout the year the circulation of books for the blind throughout the State has been carried on by this department.

The following quotation from a letter recently received from one of our department store patrons shows appreciation of the Library's services:

"I want you to know that more and more of our young people are using the Library. The coming of the new books is a great event. Many who have never been at all interested are reading now. Although I often trouble you a great deal, I want you to know that your helpfulness is much appreciated."

BRANCHES IN GENERAL.

A site for a new Branch has been given during the year, and ordinances for the purchase of four such sites have been introduced in the City Council. In the early part of the year a very noteworthy movement was begun by the people of the neighborhood of Station No. 11, to endeavor to raise money for the purchase of a site for a building, in connection with which movement a public meeting was held in the hall of the Jewish Educational Alliance, at which time Judge Stockbridge, Chairman of the Building Committee, delivered an address.

The increased efficiency of the Branches has been one of the pleasantest features of the year. The emulation of the staff at

each Branch, to secure results surpassing those of other Branches, has been keen, but without bitterness, and the active, painstaking and constant exertions of the Inspector of Branches have been rewarded not only by a standardization of the methods used therein, but also by raising to a higher level the character of the work performed by the clerks employed in the Branch Libraries.

Branches 1 and 4 were remodeled this year, and there yet remain two Branches which need remodeling. In addition to the remodeling of the Branches, the eight old Branches ought to be wired for electric lights, which would cost about five hundred and fifty dollars (\$550.00) per Branch, and they ought also to have floor covering of linoleum placed in each Reading Room at a cost of about two hundred and fifty dollars additional.

The monthly prize of five dollars, given to the Branch whose accomplishment in efficiency seemed most worthy during the month, was awarded as follows: In January, to Branch No. 1, for the accuracy of its records, promptness in reporting to the office at the Central, work done and supplies received at the Branch, and the excellent lists on its Bulletin Board; in February, to Branch No. 15, for the care in preparation and attractiveness in form of its bulletins; in March, to Branch No. 12, for the excellent attendance at its lectures; in April, to Branch No. 14, for its effort to increase the circulation through slips in the books, sign on the door, etc.; in May, to Branch No. 4, for its accurate records at stocktaking; in June, to Branch No. 5, for its attractive Independence Day Bulletin Board; in July, to Branch No. 6, for its Bulletin Board and attractive yard; in August, to Branch No. 17, for its large circulation and the excellent manner in which the Branch was conducted at opening; in September, to Branch No. 13, for its effort to increase the circulation by sending lists and applications to the schools, homes and the different ministers of the neighborhood, also for its excellent Bulletin Board; in October, to Branch No. 14, for the punctuality of the staff; in November, to Branch No. 3, for its excellent exhibit of bindery work; in December, to Branch No. 6, for its travel bulletins to San Francisco.

The amount awarded is expended for the benefit of the Branch, at the suggestion of the Custodian and with the Librarian's approval. The establishment of this prize has given rise to a very healthy spirit of emulation among the Branches.

A number of minor improvements were made at the Branches. New book supports and subject guides have been given them. Brass numbers have been placed on the drawers of the card catalogue. Railings have been placed upon the door steps, and signs have been affixed to the exterior of the buildings.

The lecture halls have proven very useful at all but one of the libraries containing them. The attendance at Branch No. 14 at Forest Park was so poor that the giving of lectures there was suspended for the present. At Branch No. 12 the audiences were so large that fifty more chairs were bought, and even then standing room only was found. The efforts of the Custodian there to make the lecture course a success have been persistent, commendable and successful. We have succeeded in securing a lecture or a similar entertainment at each Branch monthly, from November to April. Appreciative audiences have met them in general, and if we had a fund given us by the city for this especial work, as is done in some other municipalities, we should be able to render a still more important educational service to the public. In all thirty-nine lectures and concerts were given.

The annual stocktaking was conducted by a new plan, with great success. Before going to a Branch to take stock we have compared each Branch shelf list with the Central shelf list. This arrangement is far more preferable than our system of years before. The Central shelf list does not leave the building. All changed number work and new accessions are added as the work is accomplished, and not held over as in other years until the shelf list comes in and the work allowed to accumulate. Errors and mistakes of any kind, either from the Branch department or an individual Branch, are immediately rectified at the Central building, and there is a great saving of notes being written and books brought in after stocktaking is over. The time required for stocktaking at each Branch was reduced by half this year.

Each Branch has been supplied with a small wooden ladder, having five rungs; on each rung there are posted author, title and shelf number of three books, making fifteen books in all. These are called ladders of history, botany, travel, biography, etc., according to the list of books mounted. The object of this ladder at each Branch is to inspire the children to good reading, other than fiction and juvenile stories. The reading should begin at the bottom rung and continue to the fifth rung. On each rung the books are a little more advanced. When anyone has completed the fifth rung, having read all fifteen books, that child's name is then placed on the roll of honor, which is placed to the side of the ladder. The child is questioned on the reading of each book by the Custodian or the clerk on duty.

Branch No. 17, in the neighborhood of Easterwood Park, was opened in the middle of the year, and has had a remarkably good circulation. Considerable increase in the circulation was seen at Branches 3, 5, 9, 11 and 13.

The character of the bulletins posted at the Branches has improved greatly during the year, and many of them are now quite attractive. A picture of the Heroes and Heroines of the Children's Hour has been placed in each Branch, and has aroused considerable interest among the children in reading the books which tell the stories of the characters seen in the picture. A number of Branches instituted nature tables in the spring.

The weekly meetings of the Custodians, with the Inspector of Branches as Chairman, have been very useful. At these times questions of administration are discussed, recent books are reviewed, opinions are interchanged on current topics, and in general, opportunity is given for a useful interchange of ideas.

The clubs at the Branches were carried on with success throughout the year, and at a number of Branches there are now three such clubs. One of the Branches has been able to carry on a successful reading club among women, but the others have merely clubs for boys and girls.

Although some of the Custodians felt in the beginning that they could never have a club, it is very gratifying to see how well some of these and their assistants have handled the proposition.

We have at the different Branches debating clubs, composed of City College boys and Polytechnic boys, clubs for girls, and readings for the little ones.

The Branches are open for reading and circulation from 9 A. M. to 9 P. M.

In all there are 24 clubs at 11 Branches, distributed as follows: Small Boys' and Girls' Clubs, 8; Boys' Clubs, 6; Boys' History Clubs, 1; Boys' Debating Clubs, 2; Girls' Clubs, 6; Women's Clubs, 1.

The schedule of clubs is as follows:

- Branch 3—Small boys and girls, Thursday, 4 to 5.
- Branch 3—Boys' club, Friday, 4 to 5.
- Branch 5—Small boys and girls, Thursday, 4 to 5.
- Branch 6—Boys' club, Thursday, 4 to 5.
- Branch 6—Girls' club, Friday, 4 to 5.
- Branch 7—Girls' club, Wednesday, 7 to 8.
- Branch 7—Boys' club, Thursday, 7 to 8.
- Branch 7—Small boys and girls, Friday, 4 to 5.
- Branch 9—Small boys and girls, Thursday, 4 to 5.
- Branch 9—Boys' club, Friday, 7.30 to 8.30.
- Branch 12—Girls' club, Thursday, 4 to 5.
- Branch 12—Small boys and girls, Saturday, 4 to 5.
- Branch 13—Girls' club, Thursday, 4.30 to 5.30.
- Branch 13—Small girls, Saturday, 4 to 5.
- Branch 13—Small boys, Friday, 4.30 to 5.30.
- Branch 14—Girls and boys of 3d grade, Thurslay, 4 to 5.
- Branch 15—Girls' club, Monday, 4 to 5.
- Branch 15—Small boys and girls, Saturday, 4 to 5.
- Branch 15—Boys' History Club, Saturday, 8 to 9.
- Branch 16—Boys' Debating Club, Friday, 7.30 to 8.30.
- Branch 16—Club of women, Wednesday, 4 to 5.
- Branch 17—Boys' Debating Club, Tuesday, 7.30 to 8.30.
- Branch 17—Small boys, Friday, 4 to 5.
- Branch 17—Small boys and girls, Saturday, 4 to 5.

BRANCH No. 1—FREMONT AVENUE, NEAR LAFAYETTE SQUARE.

In the Reading Room 5,126 magazines and 3,856 books were used. The home circulation amounted to 29,601, of which number 23,156, or 78 per cent., were works of fiction.

The total circulation amounted to 33,457, and the average circulation of each book was 2.33. The Branch, in addition, circulated 848 books through delivery from the Central Library. The highest circulation, 208 volumes, occurred March 7 and 21, and the lowest, 50 volumes, occurred September 11. The average circulation was 109.

The conspicuous service which this Branch renders to the whole system comes from the fact that herein nearly all of our apprentices receive a portion of their training.

During May this Branch was remodeled and the work was done with probably less inconvenience to the public than in any other Branch. The Custodian reported as follows during the remodeling:

"We have been able to arrange all books which occupied wall space alphabetically and numerically on improvised shelves in the cellar, and thus are able to get any book in our collection if needed. The former office is now Delivery and Reading Room. It is interesting to note how our narrow quarters seem to inspire people with a desire to help keep things straight. This is especially noticeable in the case of the periodicals. We have them arranged alphabetically in a rack of our own manufacture around the walls of our one small room. Patrons find a magazine for themselves and almost invariably, when they have finished with it, try to place it in its proper place. We have also a sample of the ribbon system. This consists of a few small shelves in one corner of the room, on which we keep a few books arranged as all our books will be eventually. It is really remarkable how completely we are cut off from at least one-half of our building, and yet how conveniently we are able to continue the regular work. The temporary wall which has been put up keeps most of the dirt from the books, and the workmen, leaving at 4 P. M., give us quiet part of the day."

Notices of the change of the Branch to an open shelf one were sent to the people in the neighborhood, as we have done in other places.

Among the special features of the Reading Room is a table containing a map of Baltimore, under glass, so that it may be closely examined without damage.

The circulation at this Branch was seriously affected by the opening of Branch No. 17, to which a number of our borrowers transferred their patronage, but during the latter part of the year evidences appeared that this decrease was only temporary.

BRANCH NO. 2—HOLLINS STREET, NEAR UNION SQUARE.

In the Reading Room 8,786 magazines and 4,819 books were used. The home circulation amounted to 39,933 volumes, of which number 34,275, or 86 per cent., were works of fiction.

The total circulation amounted to 44,752, and the average circulation of each book was 3.42. The Branch, in addition, circulated 1,273 books through delivery from the Central Library. The highest circulation, 256 volumes, occurred November 28, and the lowest, 82 volumes, occurred June 10. The average circulation was 146 volumes.

"In the autumn many of the children bring in their cards and say: 'Teacher, I want to stop belonging to the Library until school closes.' At least, this is what the children of foreign parents say. The people in this section of the city are changing, not so much in the immediate neighborhood as in that a little further away. There are many foreigners who have chosen this section as an abiding place; not having come here directly from their own country, but after living in the older parts of town for a time, they seem finally to gravitate in this direction. It is due to this fact that our circulation for the summer has been good.

"A large portion of the children who came to us during the summer were Hebrews. They seem more to appreciate the privilege of a free library than do the boys of native parents. The latter take for granted that all that is done for them is their due, while the boys whose parents have adopted this country as their own are more impressed as to the advantages the Library has for

them. If one of these boys reaches the age when he may have a student's card, he is looked upon with envy until all of his play-fellows attain the same privilege. They use their students' cards, too, seeming to be anxious to read American history and biography. Books about Washington and Lincoln are favorites, while anything pertaining to the Revolutionary War was a close second. Taking everything into consideration, the past summer has been a satisfactory one, both as regards circulation and the behavior of the children in the Reading Room."

In December our attention was attracted to the fact that the Library is a financial barometer. When times are prosperous we have fewer men who use the Reading Room and who avail themselves of the Library privileges. This was brought forcibly to our minds when several men who used to come to us for books, but who had not been here for some time, began once more to be among our constant patrons. To several of them I mentioned that they had not been here for some time; they told me that they were out of work and thought they could not put their time to better use than by reading, but they also said that as soon as they got work they would return their cards to us to keep.

We still have some amusing requests from borrowers, the last being that we would send a deep *love* story with *big* print, showing that, though age has dimmed the eyesight, time has failed to quench the fire of romance. We are very much pleased to have the new fiction books that have been sent to the Library. Our non-fiction books do not circulate as we would like, as we have a fine collection. Our hope is, with the advent of open stacks there will come a revival of solid reading. In these days the spelling of the cultivation of the mind with a capital C has been relegated to the background, and its place has been usurped by "amusement," the burning question being not "What shall I read in order to be more highly educated?" but "What shall I read to be amused?" Of course, fiction has its place, and as Robert Louis Stevenson says, "Just so it be true to the human comedy," it teaches often a good lesson, but the continual reading is apt to create a mental dyspepsia that is hard to cure.

BRANCH No. 3—LIGHT STREET, NEAR RIVERSIDE PARK.

The home circulation amounted to 41,296, of which 33,358, or 81 per cent., were works of fiction.

In addition, 881 volumes were circulated through delivery from the Central Library. The average circulation of each book was 3.68. The highest circulation, 252 volumes, occurred February 24, and the lowest, 15, occurred September 12. The average circulation was 35 volumes.

"With the continual growth in our circulation and the interest shown by many patrons, we cannot help but feel that our prospects are very promising for a busy winter. Already we have exceeded a thousand volumes circulated in a week. This success is due largely to the clerks visiting the new Roman Catholic Parochial School, taking the Catholic catalogue there, thus showing our interest and thereby gaining many new borrowers.

"In November we gave a bindery exhibition, for which we received the monthly prize. The exhibit consisted of all the work done in the bindery, from the making of fly leaves to the ripping and sewing of the books, then casing. There were marked books, also backed ones. It proved quite a success, as we demonstrated the work to the public. Several school teachers with their scholars attended, also a great many borrowers were not only interested but very much surprised to know such work was done in the Branches."

BRANCH No. 4—CANTON.

In the Reading Room 2,347 magazines and 1,494 books were used. The home circulation amounted to 30,021 volumes, of which number 22,947, or 76 per cent., were works of fiction.

The total circulation amounted to 31,515, and the average circulation of each book was 2.76. The Branch circulated in addition 738 books through delivery from the Central Library. The highest circulation, 195, occurred March 2, and the smallest, 48 volumes, occurred August 11. The average circulation was 103.

In the spring this Branch was remodeled and the exterior repainted. Of this work the Custodian thus wrote:

"When the carpenters came the first of April, taking measurements, we knew that it was time for us to prepare as much as possible before the work of remodeling began. The janitor provided a temporary location in the cellar for books under the old classification and for the heavy bound periodicals. We then crowded as many books as possible in the centre stacks. By doing this all our books were provided for, except our works of reference. These we piled on tables, thus leaving our entire wall space free. The next thing to do was to fit our office for delivery room. This finished, we were ready to close the front door to the public and open to them the back door and gate on April 23, when the work was actually begun. The work of removing the wall between the Delivery and Stack Rooms, and of the partition between the Delivery and Reading Rooms, moved quickly.

"After the reopening, many persons have remarked they had no idea that the Branch was so large or that it contained so many books. Quoting statistics could not make the impression that seeing the actual books arranged before them has made. The old stack room was not only a storehouse for all of the books, but it was a repository for the current magazines waiting to have their numbers completed for binding, and all of the bindery work done in the Branch as well. The partition that separated the Reading and Delivery Rooms made the Reading Room rather difficult to supervise, especially in the evenings, when the work with our public was heaviest and there were only two clerks on duty. While the Delivery Room was bright and roomy, one always felt there was space that could be used to much better advantage. This, indeed, was proved in remodeling, when the greater part of the Reading Room and all of the Delivery and Stack Rooms were thrown into one large, bright, well-ventilated room.

"Additional shelves have been placed around the walls, the old straight counter remodeled and placed just inside the front doors. Two new tables placed near the stacks, together with the rearrangement of our old tables, add to the convenience of our patrons and the attractiveness of the room. One long-felt need for the children who come to this Branch to read is supplied in a

fine oak table with six suitable chairs. Our bindery work is no longer crowded in with other work, since the old office was converted into a convenient bindery. The new office is all that can be desired. The walls and ceilings of the entire building have been frescoed in beautiful contrasting colors. The painting of the exterior of the building has made quite a change in the appearance of the Branch in the neighborhood."

The bricks which were taken from the partitions removed in the remodeling were used, as at other Branches, for paving the cellar.

"One of the pleasing features of our remodeled Branch is our Reading Room. Never before has it given better service to our public than at present. Many of the children coming in to work up material for school are able to find their references without asking for assistance from anyone. More of our adult patrons are availing themselves of the privileges afforded them.

"For some time after the changes at the Branch were completed we were somewhat puzzled as to where to hang our large maps. Had we hung them on the walls, they would have been out of reach; to have kept them in the office, our patrons would not have known that we had maps. Finally we decided to hang them on the tops of the stacks, kept rolled and fastened with tapes. A better place could not have been found, for now they are not exposed to dust as formerly, are out of the way when not in use, and by simply untying the tape the map unrolls before you at a convenient height for reference."

BRANCH NO. 5—NORTH BROADWAY, NEAR JOHNS HOPKINS HOSPITAL.

The home circulation amounted to 37,051 volumes, of which number 29,093, or 79 per cent., were works of fiction.

In addition, 542 books were circulated through delivery from Central Library. The average circulation of each book was 2.82. The highest circulation, 250 volumes, occurred November 30, and the lowest, 43, occurred on September 10. The average circulation was 121 volumes.

The reading club, held on Thursdays from 4 to 5 P. M., for small boys and girls, called the Busy Bees, closed its meetings for the season in May, and went on an outing to Druid Hill Park. The club for larger girls, which studied *Longfellow's Life and Poems*, closed its season by each of the girls writing an essay on the life of the poet.

The garden of this Branch supplied the delivery desk with attractive bouquets of flowers throughout the summer.

Early in October a number of application blanks were sent to the Johns Hopkins Medical School and to the drug store near the Library; we have had quite good results so far. A number of students have taken out cards and get books, and others make use of the magazines and periodicals in the Reading Room, coming at night or often during their noon hour.

We also made out lists of our books in fiction, miscellaneous works and juvenile books, which we send to the different schools in the neighborhood. I think this accounts for the number of children we have using the Library.

BRANCH NO. 6—PEABODY HEIGHTS.

The home circulation amounted to 27,317, of which number 21,646, or 79 per cent., were works of fiction.

The average circulation of each book was 2.34. The Branch, in addition, circulated 1,475 books through delivery from the Central Library. The highest circulation, 158, occurred February 24, and the lowest, 29, occurred September 10. The average circulation was 89 volumes.

The Boys' Club is held on Thursdays from 4 to 5 P. M. and the Girls' Club on Fridays from 4 to 5 P. M.

A new Custodian took up the work at this Branch in March, having been transferred from Branch No. 13. As she was a former student at Goucher College she was able to come closer to the faculty and students of the College, and the use of the building by them has greatly increased during the year. In one week when a count was made 58 college students used books in the Library.

A gentleman who is interested in the Library subscribed to the *Yale Review* for its Reading Room. This is an example which I hope may be followed by others who are interested in increasing the facilities of our Libraries beyond what is possible for us with our inadequate maintenance funds.

"During the spring we have had a bit of nature on the desk, taken from our own back yard. First we had the gorgeous pussy willow blossoms, then came the wood violet, afterwards the lily of the valley with all its fragrance, and now we have the iris. These have bloomed in three varieties—deep purple, variegated purple and a delicate yellow—thus causing the public to make some pleasant comment concerning them. It is a real delight to be able to share our good things with so many people.

"We had on the bulletin board in April fourteen pictures pertaining to the life and times of Shakespeare. This bulletin was very attractive and it was with a great deal of pleasure that we searched for titles of books and quotations to correspond with the pictures. The result was fine, for it aroused an interest in Shakespeareana—other than the reading of the plays.

"Some few of the students from the new department of Technology at the Johns Hopkins use our Reading Room for study, and it is with great pleasure I can say that our Reading Room patrons are rarely disturbed by any disorder from the young people. Every one realizes there must be quiet in order to derive any benefit from reading.

"We have received several large lists of books for use by the Goucher College girls, of different classes, for reference. In October the Custodian went out to Homewood to leave some applications for cards for the students who were at work there. I am sure in a few years the Hopkins will be a great help to us, if we have the books needed for reference. Applications were also left at Goucher College, and the students there have been registering continually. Several of the professors have talked with the Custodian and we are trying to work together as much as possible.

"In October we started a trip from Baltimore to San Francisco and return, by picture and book. The week of Septem-

ber 6 to 13, all Baltimore was interested in the centennial celebration of the Star-Spangled Banner. We had an attractive bulletin board for that occasion, and after that we put up a splendid map of the United States, a gift of the Baltimore and Ohio Railroad, and pictures of prominent public buildings in Baltimore, before and after the fire, and a list of books about Baltimore, history, travel, fiction, poems and anything that would bring Baltimore before the public. We next passed through Relay, where we saw the immense stone arch bridge over the Patapsco river, built in 1835. From there we went to Washington, visiting the Government buildings and studying the mural painting of the Library of Congress. Through Harper's Ferry we journeyed to Cumberland, where we stopped for a Hallowe'en party, and thence on to Pittsburgh. Boarding the Chicago limited, we arrived in Chicago in time to visit the Hull House and to see some of the beautiful drives and parks of the city. We left Chicago to visit Minnesota and then visited the Glacier National Park. We hope to reach San Francisco in time for the opening of the Exposition, February 20, 1915, and on the way will stop at the following places: Fargo, Bismarck, Spokane, Seattle, Tacoma, Portland, San Francisco, leaving there to go to Oakland, Yosemite National Park, Los Angeles, El Paso, Dallas, St. Louis, Cincinnati, Huntington, Staunton, Charlottesville, Richmond, Norfolk, up the coast to Boston, back to New York, Philadelphia and home to Baltimore.

"One woman told me the other day she had learned to read German at Branch No. 6 by using the German dictionary on the shelves here. Now she is reading French in the same way. Are public libraries worth while?"

BRANCH No. 7—WOODBERRY AND HAMPDEN.

In the Reading Room 9,736 magazines and 1,150 books were used. The home circulation amounted to 19,835, of which 15,704, or 79 per cent., were works of fiction.

The total circulation amounted to 20,985, and the average circulation of each book was 2.64. The Branch, in addition, circu-

lated 537 books through delivery from the Central Library. The highest circulation, 135, occurred March 3, and the smallest, 22, occurred May 28. The average circulation was 63.

The Girls' Club is held on Wednesdays from 7 to 8 P. M., and the Boys' Club on Thursdays at the same hour.

The exterior of this Branch was painted in the spring and its appearance much improved. It is pleasant to see that the Library is regarded such an attraction to persons considering buying a home that in a large advertisement of a suburban development which was printed in the newspapers during the autumn, engravings were given of the churches and of this Library Building.

"The circulation throughout the year has been encouraging, showing an increase over last year. We have registered quite a number. A little boy came in and asked if he could join our lodge. The public also appreciate the 'bargain counter,' as they call it. We placed a table at the end of the room and on it we have the new and best fiction. Many times when we are busy some one comes in and asks for a selection; now we direct them to the table. One lady who uses four cards said this has been a great help to her. She never knew where to look for the books before, but now she has no trouble.

"The bulletin board has been very much admired. At the time of the Star-Spangled Banner Celebration it was decorated with flags, the picture of Francis Scott Key was draped in red, white and blue, and the poem was surrounded by flags. I should like very much to have a flag waving over our building.

"Our garden has been very attractive and has been a great pleasure to the public as well as to us. We gathered flowers every day and placed them in different parts of the Library, which made it very attractive. We plucked flowers from the garden as late as December first. A window box was made and filled with plants for the Reading Room."

BRANCH No. 8—WALBROOK.

The home circulation amounted to 19,290, of which number 15,793, or 82 per cent., were works of fiction.

The average circulation of each book was 3.45. The Branch, in addition, circulated 1,735 books through delivery from the Central Library. The highest circulation, 137, occurred February 21, and the smallest, 26, occurred December 24. The average circulation was 63 volumes.

The paving of Clifton avenue, on the north of the Branch, during the summer was a decided improvement, and, as Hilton street had previously been paved, the completion of the work gave us the establishment of a permanent grade upon Liberty road, which enabled us to complete the long-delayed grading of the lot. The city authorities laid a concrete pavement in front of the building and the ground has now been graded and sodded over the whole lot.

The opening of Branch No. 17, fourteen squares away, caused somewhat of a diminution of the circulation at this Branch, but the growing population of Walbrook is rapidly causing this diminution to disappear.

"An attractive aid to our circulation has been the institution of a ladder, on whose rungs are placed the names and numbers of interesting and instructive books on various subjects. We began with a 'Ladder of Botany.' A number of books with colored plates were placed near the ladder. The children became much interested and each day supplied us with wild flowers. They were then eager to learn from our books what they could concerning the flowers which they had brought. In May our 'Ladder of Birds' was very popular, because of the intense interest aroused in both young and old by the variety of birds in Walbrook. Constant inquiries for information on bird life were made, thus causing a good circulation of books on natural history.

"A decided improvement in the appearance of our shelves is the result of rebacking all worn books and marking the backs in white ink with author, title, letter and number. Between November and May all of our 5,200 volumes have been uniformly marked with white ink, thus avoiding all tags.

"On account of the present war in Europe we placed upon our 'Literary Ladder' pictures of the various rulers and a list of books on the history of the countries involved.

"Through the coöperation of our public, the interior of our building was very attractively decorated for the Star-Spangled Banner Centennial with flags and a coat-of-arms which was drawn and presented to us by a student of the Maryland Institute. The bulletins were appropriately arranged, with various pictures and literature of historical and instructive events. We felt amply repaid for our efforts by hearing such pleasing remarks as 'My, it certainly does look pretty in here,' 'Your bulletin board looks fine,' 'Where did you get all these things?' and so on.

"In spite of the drouth during the summer we were successful in having our lawn and flowers beautiful and much admired. A lady passing came into the Library to ask who had planned our garden, and said she thought it was most attractive.

"The Branch has been much improved by the glass put in the front doors. This adds greatly to the light and cheerfulness of the room and is a decided improvement.

"We were very much pleased to receive as a gift a beautiful rubber plant of unusual size. A large box was also donated by another kind friend. This has become a very conspicuous ornament to the Branch and has been much admired."

The growth of the work at this Branch has caused the accommodations of the Library building to be inadequate for the needs of the people of Walbrook. After mature consideration, the Trustees requested the city authorities to include in the Ordinance of Estimates for 1915 an appropriation of \$5,000 for an addition to the present Library building, in which suitable Reading and Staff Rooms could be provided. The Children's Reading Room would then be enlarged by the removal of the Staff Room therefrom. At the public hearing given the Library a delegation was present from the Walbrook Fortnightly Club in support of this application, and it is thoroughly regrettable that the city authorities did not find it practicable to include such an appropriation in the budget for this year, and necessitated the renewal of the request next year.

BRANCH No. 9—LOCUST POINT.

The home circulation amounted to 12,609, of which 9,395, or 75 per cent., were works of fiction.

In addition, 1,286 volumes were circulated through delivery from the Central Library. The average circulation of each book was 2.59. The highest circulation, 92 volumes, occurred February 24, and the lowest, 2, occurred September 12. The average circulation was 35 volumes.

Schedule of Clubs—Small Boys and Girls', Thursday, 4-5 P. M.; Boys' Club, Friday, 7.30-8.30 P. M.

The following lectures were given at the Branch during the year:

"Conditions and Care of the Street Trees of Baltimore," R. Brooke Maxwell, January 27.

"Niagara to the Sea," Rev. Kenneth G. Murray, February 10.

"Five Weeks in Mexico," Bernard C. Steiner, March 26.

"Costa Rica," William D. Janney, November 13.

"As Far As the East Is from the West," William Grecht, December 8.

The lectures were well attended and enjoyed. The last was so largely attended that, although a number of chairs were brought from the Reading Room, a number of people were compelled to stand.

The increase in the circulation at this Branch has been most remarkable during the year. Especially did we note this increase in the autumn, when at times the weekly percentage of gain was fifty, and more.

"We are still registering foreigners and added several Italian borrowers to our list, which caused the circulation of books in five different languages, including English. We had quite a little trouble in getting the Polish children to find an endorser whose name is in our city directory. Sometimes we are fortunate in finding a name spelled in an entirely different way to what is on the application. When we asked one girl, whose name on the application was different from her endorser's, why she did not get her father to sign for her, she replied that her father had signed it, but she had changed her name when she had gone from the

Polish school to the English, as hers was too difficult to spell and pronounce. Some of these children are very bright and in a short time will ask for an English book for themselves and a Polish one for father or mother.

"Quite a number of our people are people of the working class who leave the city in the summer to work in the country, and then, too, the war in Europe keeping from our ports the steamers on which a number of these people work, has made them look elsewhere for employment and our circulation fell off for a time. It has been said that never before have so many people gone to the canneries in the country as have gone this year. Except for a few German books each week this summer, we had no circulation of our foreign books."

STATION No. 10—OLD TOWN.

In the Reading Room 26,300 magazines and 2,069 books were used. The home circulation amounted to 16,926, of which number 13,900, or 82 per cent., were works of fiction.

The total circulation amounted to 18,995 volumes, in addition to which 4,457 books were circulated through delivery from the Central Library. The average circulation of each book was 9.45. The highest circulation, 110 volumes, occurred December 7, and the lowest, 29, occurred June 12. The average circulation was 62 volumes.

An important change in the work at this Station took place on June 11, when its hours of opening were increased to the regular ones of the Branch Libraries. Previously it had been closed at certain times during the week, and our patrons were not sure when they could find access to the Station. The result of the opening amply justified it, for the circulation so increased that nearly every week showed a total of books taken out from 20 to 40 per cent. greater than was the case in the previous year. The Station was opened especially for the benefit of children, and children have always been its most numerous patrons. They enjoy the Library privileges, and are guided wisely in their reading by the members of the staff.

Linoleum was laid on the floor of the room in the early part of the year, causing greater quiet, for the sound of the children's feet in so small a room was quite distracting.

On some evenings so many came in that there was hardly standing room, and in order to accommodate them two had to be placed on one chair and the box in which books are sent from the Central Library had to be used as a seat. The Custodian says with pride, "Although this Library is the smallest in size of those in our system, it is far from being the smallest in circulation." She continues, "We are not going to stop here, but are looking forward to the time when Station No. 10 will have the largest circulation."

Owing to the opening of the Library all day, the bindery work of the Station is now done by its staff. New shelves for the greater number of books were placed in the room by our landlord in the early autumn. In the latter part of the summer there was some trouble and disorder on the part of children on the sidewalk outside of the Station, but this was controlled largely through the coöperation of the police force.

STATION NO. 11—1208 EAST BALTIMORE STREET, NEAR AISQUITH STREET.

"Though poor yet making many rich."—II Corinthians, vi, 10.

In the Reading Room 19,092 magazines and 2,832 books were used. The home circulation amounted to 41,141 volumes, of which number 36,488, or 89 per cent., were works of fiction.

The total circulation amounted to 43,973 volumes, in addition to which 8,057 books were circulated through delivery from the Central Library. The average circulation of each book was 18.54. The highest circulation, 255 volumes, occurred on February 24, and the lowest, 79, occurred September 17. The average circulation was 144 volumes.

The remarkably large circulation of books at this Station continues, and we find that this circulation has increased almost steadily from the time work was begun here. Comparison of the number of books circulated in each year from the two rooms

occupied by the Station is very instructive, and follows herewith: 1904, 496; 1905, 12,820; 1906, 11,890; 1907, 12,912; 1908, 17,220; 1909, 19,939; 1910, 26,353; 1911, 26,113; 1912, 35,294; 1913, 47,291; 1914, 41,141.

The good results achieved by this Station caused the East Baltimore Neighborhood Association to take up the enterprise of securing a site for a Branch Library in this neighborhood. Circulars were issued in English and Yiddish, in the early part of the year, asking for contributions, and a considerable sum was subscribed. The Association felt, however, that its efforts were not likely to be successful in securing sufficient subscriptions to buy the site, and consequently it warmly endorsed the ordinance introduced by Mr. Samuel Lasch into the First Branch of the City Council for an appropriation for the purchase of a lot for the Library. A public hearing was given to those interested in this matter by the Board of Estimates, upon October 29, at which time brief and telling addresses, calling attention to the urgent need of a Library building, were made by officers of the Neighborhood Association and of the Jewish Educational Alliance. No appropriation for this purpose, however, was included in the Ordinance of Estimates for 1915, and we shall have to continue for a year more in the present cramped and insufficient rooms, giving only a lame and unsatisfactory service to the people of this portion of the city.

The Custodian reports as follows:

"Each day we feel the heavy handicap under which we are laboring. We are very much in need of new books, especially reference books and books of biography, and also the space in which to put them. The reference work is constantly increasing, but with our limited supply of books of this kind we have not been able to render the service we should. But in spite of all the difficulties under which the work is carried on, the circulation continues good, with increasing demands on the Central Library. The Reading Room has been more than ever well patronized, and we have been forced to resort to various means to accommodate all those desiring the use of it.

"With the many notices and lists of various kinds to be posted we found one bulletin board insufficient, and a new one was added just about the time we were celebrating Christmas, and the Hebrews, who form the majority of our patronage, were celebrating Chanukah. We used one board for appropriate suggestions for Christmas, and the other for suggestions for the Chanukah festival, much to the pleasure of the Hebrews, some of whom had the idea there was a prejudice against them.

"One of our patrons took home a book upon the Russian imperial court, and his father was surprised to learn such a book could be had without charge. The old gentleman had started to read it in a small paper edition, paying ten cents for a few chapters, making the whole story cost two dollars and a half. The pleasure and saving to such patrons is gratefully received.

"A noticeable number of persons have registered, some of whom are finding much pleasure from our Yiddish books, while others are eager to familiarize themselves with the English, and here we often experience some difficulty in finding something that will interest and at the same time will be understood. It is very interesting to follow the progress made by these foreign-born persons, many of whom come to us after having been in this country only three or four weeks."

BRANCH NO. 12—BARRE STREET, MT. CLARE.

The home circulation amounted to 22,235 volumes, of which number 18,249, or 82 per cent., were works of fiction.

In addition, 863 books were circulated through delivery from Central Library. The average circulation of each book was 3.69. The highest circulation, 139 volumes, occurred April 1, and the lowest, 10, occurred on October 6 and 31. The average circulation was 72 volumes.

Schedule of Clubs—Girls' Club, Thursday, 4-5 P. M.; Small Boys and Girls, Saturday, 4-5 P. M.

The following lectures were given at this Branch during the year:

Cantata entitled "Santa's Wishing Box," by the Literary Clubs, January 6.

"Musical Recital," January 21.

"As Far As the East Is from the West," by William Grecht, January 27.

"The Emerald Isle," the Rev. DeWitt M. Benham, February 9.

"Conditions and Care of the Street Trees of Baltimore," R. Brooke Maxwell, March 3.

"An Evening with the Bentztown Bard" (Folger McKinsey), with music, March 31.

"A Trip to Jamaica and Panama," by Dr. Bernard C. Steiner, November 10.

"Palestine As It Is Today," by William Grecht, December 1.

"Through Nature's Zoo to Victoria Falls," (Africa), C. Guyer Kelly, December 15.

The lectures at this Branch have been more successful than ever. The audiences are so large that even with the addition of fifty chairs people stand in the hallway. The people of the neighborhood take greater interest in the institution from year to year, and the club work among the children continues to be effective. Although the circulation does not increase in numbers, the quality of the books read improves.

During the summer the approach to the Library was difficult, because the streets were torn up to allow the installation of the sewers. In the latter part of the year four trees were planted by the City Forester. About the same time three new street lamps with large white globes were placed in front of the Branch, making the surroundings much lighter at night. Through the kindness of the Hon. James A. Gary, we were able to place his photograph on the walls of this Branch, the first one built with the Carnegie Fund, obtained during his presidency of the Board of Trustees.

The Girls' Club at this Branch has found considerable interest and profit in discussing the lectures given at the Branch.

"Branch 12 has certainly been a help to the children in the neighborhood, and indeed adults have profited just as much. Our reference work shows an increase. A gentleman, one of our best readers, came in one evening and asked for several books. When

the clerk brought them to him he thanked her and said, 'If accommodation means success, Branch 12 will surely be a success.'

"Through July and August only one young lady at a time was on duty here at the Branch, and during the busiest hours we found it necessary to keep the children out, as it was quite impossible to attend to adults and manage the children at the same time. This proceeding called forth many funny remarks and one still funnier incident. One very warm morning, while one of the ladies was mending books, a band of sixteen or more very indignant dirty and ragged boys walked into the Library. Some had clubs, some broomsticks, one a cart wheel—all had something that you could call a weapon. It took several minutes to 'quell the rebellion,' but finally, after a few words with the boys, they filed out and were promised entrance to the Library after the summer months were over."

BRANCH No. 13—LINWOOD AVENUE, NEAR PATTERSON PARK.

The home circulation amounted to 32,072 volumes, of which number 25,382, or 79 per cent., were works of fiction. In addition, 1,798 books were circulated through delivery from the Central Library. The average circulation of each book was 5.53. The highest circulation, 182 volumes, occurred November 30, and the lowest, 50, occurred May 27. The average circulation was 105 volumes.

Schedule of Clubs—Girls' Club, Thursday, 4.30-5.30 P. M.; Small Girls, Saturday, 4-5 P. M.; Small Boys, Friday, 4.30-5.30 P. M.

The following lectures were given at this Branch during the year:

"Five Weeks in Mexico," Bernard C. Steiner, January 30.

"Niagara to the Sea," Rev. Kenneth G. Murray, February 16.

"Conditions and Care of the Street Trees of Baltimore," R. Brooke Maxwell, March 24.

"Public Baths," William A. Eisenbrandt, April 30.

"As Far As the East Is from the West," William Grecht, November 24.

"Camping and Canoeing in Canada," Rev. Kenneth G. Murray, December 14.

This is the first year in which we have been able to use the Lecture Room for its main purpose, and the lecture course has been notably successful.

A new Custodian was appointed in the early spring and has proved herself quite efficient. The circulation of books during the summer and autumn months showed a most noteworthy gain, due both to the efficient work of the staff and the increasing population of the neighborhood. The increase amounted in the first week in August to 50 per cent.

"The combined circulation for June, July and August of 1913 was 5,932; for the same months of 1914 the total is 7,446, making an increase of 1,514 for three months only. This shows that, unlike Branches in some other localities, Branch 13 is not affected by summer's heat.

"Among the lists posted about the Reading Room was one that has attracted the attention of many school girls. It is a set of questions entitled 'What do you know?' and it is a good test of all-around knowledge. For those who are not able to answer all, there has been prepared a set of answers which has been the source of great pleasure to many of the younger girls who have as yet not had the opportunity to study the subjects on which these questions are based.

"The clubs—three in number—made good progress. On March 3 about twenty-five of the young women from the Teachers' Training School visited the Branch with their teacher. After having been shown through the building and having had the work of the Library in its various branches explained to them they remained in the Lecture Hall for the Girls' Club meeting. When the club had adjourned the teacher in whose charge the young women were, thanked the Custodian and clerks for the helpfulness and kindness they had received. On another afternoon one of the teachers of the Highlandtown School brought ten little girls and boys to see the Branch and to procure registration.

"Our efforts to attract the attention of the public to books which otherwise would remain neglected caused us to use several tables each to display a different subject. At the outbreak of the Mexican troubles, one of our Reading Room tables displayed all of the books on Mexico which our Branch contains. In the midst of the books we posted a map of the country, and above it a drawing of the Mexican flag. This table attracted much attention, especially amongst the men and boys, and the books circulated freely. Another table, known as the 'Spring Table,' showed many of our books on gardening. Posters on which had been pasted pictures of spring flowers, fruits and vegetables added greatly to the attractiveness, as well as did the jonquils and other cut flowers that were brought to add to the beauty of the display. Many of our patrons come into the Library with only a few moments at their disposal in which to make selections, and very often they have no idea of either the book or the author they want. For their benefit a table, known as the 'Bargain Table,' was instituted. On this are placed one or two books of all subjects and besides about twenty volumes of well-selected fiction. This table won favor immediately and many of the patrons have readily acknowledged their appreciation of the plan.

"We regret the fact that so few of our borrowers are among the men of the neighborhood and, in order to increase their interest in library facilities, we have begun to execute a plan which we believe will show good results in a short while. We prepare a list of one dozen of the latest and best books on each of the various occupations and, when a child comes in for a book, we slip a duplicate list of the books pertaining to her father's or brother's occupation, together with an application blank or two, into her book, requesting her to give the list of the books to her parent as soon as possible. We are hoping in this way to reach the hundreds of people in the neighborhood who either do not know that such books can be obtained from the Library, or whose interest in this institution has previously been slight.

"I can very truthfully say that the passing twelve months have been very successful. Situated as it is in the midst of a new

and growing section of Baltimore, Branch 13 has every advantage to become in the very near future the very busiest of all the many Branches. We have in our vicinity four public schools, one parochial school, nearly a dozen churches, and more than half as many improvement associations, all of which can at some time, and many of them very often, make use of a free public library. The following statement will show that many people have decided such a privilege is not to be overlooked: During the year 1914 our circulation showed an increase of 4,758 volumes. We have registered more than 700 persons and reregistered close on to 170. These statistics speak for themselves.

"We decided to make lists of books, both fiction and miscellaneous, and slip these into each outgoing book. For historical novels, we arranged the list so that it would include a history of the time of which the novel spoke, a biography or biographies of the historic characters mentioned in the story and, if possible, a biography of the author of the book. Each list was slipped into the book to which it belonged, with the title and author of the book as a heading, and was handed to the patron.

"The Boy Scouts continue to hold their meetings Friday evenings in the Lecture Hall under the supervision of their Scout Master, Mr. Sliwa. He is a very earnest worker amongst the boys and his endeavors to be of service have extended to the Library. He is especially interested in the series of lectures which is given at the Library during the winter months and has used every effort to acquaint adults, with whom we do not come in contact, with the knowledge that such lectures are given in the Library and are entirely free. The attendance at our last lecture was quite encouraging, the lecture hall was entirely filled and a good proportion of the audience was composed of adults."

The boys of the neighborhood were very troublesome in the autumn. The matter was reported to the District Police Station and to the Police Headquarters several times, and finally through the helpful coöperation of the police, better order about the building was secured.

BRANCH No. 14—FOREST PARK.

The home circulation amounted to 10,945, of which number 8,925, or 82 per cent., were works of fiction. In addition, 989 books were circulated through delivery from the Central Library. The average circulation of each book was 1.93. The highest circulation, 81 volumes, occurred on December 5, and the lowest, 6, occurred on January 12. The average circulation was 35 volumes.

A club for girls and boys of the Third Grade is conducted at this Branch on Thursdays from 4 to 5 P. M.

The following lectures were given at this Branch during the year:

"Conditions and Care of the Street Trees of Baltimore," R. Brooke Maxwell, February 7.

"Five Weeks in Mexico," Bernard C. Steiner, March 6.

"Musical Recital," March 31.

This attractive and well-administered building in its well-kept grounds is one of the pleasantest of our Branch Libraries, and it is a great pity that it is not more appreciated by the people of Forest Park. The lectures were so poorly attended that they were discontinued for a time, and the circulation is far smaller than it ought to be, considering the number of people living in the neighborhood of Forest Park. There has been no lack of effort to secure good results, for example:

"In advertising our lectures we sent tickets to members of the Improvement Association, the Women's Club of Forest Park, the clergymen, and we also placed them in the drug stores. Besides this, we sent tickets to each teacher in the public school and asked them to have each pupil make a copy of the ticket and take it home to their parents"

Not only that, but the staff were particularly energetic in the preparation of bulletins and lists.

"In February special lists were made, containing all the books we have on both Washington and Lincoln, and also containing articles of interest in the current magazines bearing on either Washington or Lincoln.

"In April we prepared a complete list of books on birds. In this way we tried to interest our public in the beautiful birds in and around Forest Park.

"Our Thanksgiving bulletin boards looked especially attractive. The pictures were good and we had an interesting list of books and stories. Several times every book on the list was in circulation. This was unusual, as our patrons pay very little attention to lists of books.

"We made quite a long list of Christmas books and have sent a copy of it to the public school. We also made a Christmas scrap book, containing material we have saved from year to year. It contains poetry, pictures, carols, plays, etc., and it is used quite a great deal. We also had a Christmas table, in the center of which was a basket filled with holly and barberry. A sign was fastened to the handle reading: 'Xmas Books.' Around the basket we placed a number of selected Christmas books and stories, and as they were taken out we replaced them with others. We made as a bulletin a list of questions asked about Christmas customs, with a note at the end referring the reader to our scrap-book, where the answers could be found.

"In the summer we placed reading lists, application slips, etc., in the office of the neighboring hotel—Woodland Hall.

"The butterflies and wild flowers which we mounted on absorbent cotton, framed and hung in the Library, attracted quite a great deal of attention. We had people from all over the park come just to see them, this being the first time some of them had ever been in the Library.

"On the Fourth of July the Improvement Association of Forest Park, which has always shown an active interest in the Branch, decorated the Library and grounds with lanterns and colored lights, about three hundred lanterns being used with a light between each, making a very beautiful effect. Our Library looked very attractive during the Star-Spangled Banner Centennial. We decorated with flags, and posted everything of interest we could find on the subject.

"Hon. James A. Gary very kindly presented this Library with his photograph, which has been framed and is hanging in the office."

BRANCH No. 15—HOMESTEAD.

The home circulation at the Branch amounted to 12,922, of which number 10,454, or 81 per cent., were works of fiction. In addition, 1,122 books were circulated through delivery from the Central Library. The average circulation of each book was 2.53. The highest circulation, 88 volumes, occurred on March 14, and the lowest, 18, occurred on August 20. The average circulation was 42 volumes.

Schedule of Clubs—Girls' Club, Monday, 4-5 P. M.; Small Boys and Girls, Saturday, 4-5 P. M.; Boys' History Club, Saturday, 8-9 P. M.

The following lectures were given at this Branch during the year:

"A Ramble Around Rome," Percy M. Reese, January 26.

"Conditions and Care of the Street Trees of Baltimore," R. Brooke Maxwell, February 16.

"Switzerland," Rev. Kenneth G. Murray, March 24.

"Five Weeks in Mexico," Bernard C. Steiner, April 28.

"Camping and Canoeing in Canada," Rev. Kenneth G. Murray, November 23.

"Enjoying Italy and the Italians," Rev. Clayton H. Ranck, December 11.

The bulletins at this Branch continue to be remarkably attractive and to attract those who look at them, to the reading of books. They have been prepared not merely for artistic purposes, but rather to use an attractive form so as to secure readers for the volumes on the shelves. A bulletin on "Winter" posted in the early part of 1914 may be especially mentioned.

"We had a table arranged with books on nature, with posters appropriate to the subject, with a list of our books. This was on one side of the room. On the other was the ladder of five rungs, each containing lists of books on nature appropriate for young

folks. The table and bulletin boards were later arranged with books and posters on the Holy Land."

In the spring a Woman's Adult Reading Club was organized and held some very satisfactory meetings, reading Wagner's operas as translated by the Rev. Oliver Huckel.

In the autumn special efforts were made to acquaint the people of the neighborhood with the facilities of the Branch, both in regard to lectures and to books, by distributing cards in houses and placing them in the windows of the neighboring stores.

The grounds surrounding the building were made more attractive by the gift of additional plants from Mr. Wm. Christie, of Waverly, who wrote:

"I consider the many privileges offered by the management amply repay for same (the plants), and I will be pleased at any future time to do what I can in my line to help make the grounds attractive to the general neighborhood."

"Our lectures were fairly well attended during the season, even when we had an opponent in the fine coasting hill down Gorsuch avenue.

"The members of the 'Homestead League' are thankful for the use of our cozy little hall for their meetings. They frequently have illustrated lectures also.

"Early in the autumn our janitor distributed to new homes over one hundred cards describing our Branch. A great many copies of the little pamphlet 'Facts for the Public' have also been circulated, and we try in every way to advertise our Library.

"Reading clubs were reorganized in the autumn. Our Boys' History Club this year is under the leadership of Mr. Donald McKenzie, a young man who is a good patron of ours. He has been very successful with boys elsewhere and is quite encouraged with the boys here.

"Some of our boys are always willing to lend a hand to benefit our Branch. Some time ago a very good map was made by one of them. When any decoration is needed, in the way of leaves or evergreens, I just speak of the need and the decoration is brought."

BRANCH No. 16—KEYWORTH AVENUE, NEAR PARK HEIGHTS
AVENUE, PIMLICO.

The home circulation at the Branch amounted to 13,207, of which number 10,679, or 81 per cent., were works of fiction. In addition, 765 books were circulated through delivery from the Central Library. The average circulation of each book was 2.52. The highest circulation, 89, occurred on March 7, and the lowest, 14, occurred on December 26. The average circulation was 43 volumes.

Schedule of Clubs: Boys' Debating Club, Friday 7.30–8.30 P. M.; Club of Women, Wednesday 4–5 P. M.

The following lectures were given at this Branch during the year:

"Conditions and Care of the Street Trees of Baltimore," R. Brooke Maxwell, January 13.

"Musical Recital," February 24.

"Niagara to the Sea," Rev. Kenneth G. Murray, March 19.

"An Illustrated Talk on Kodaks and Picture Making," C. C. Knobloch, April 30.

"Public Debate and Exhibition," June 25.

"Snake and Flute Dances of the Hopi Indians of Arizona," Dr. Nellie V. Mark, November 10.

"A Trip to Jamaica and Panama," Dr. Bernard C. Steiner, December 10.

"The Lecture Hall of the Branch has been regularly used during the year by two Improvement Associations and by the Women's Civic Club. We were able to show hospitality by lending chairs for the meeting of the Classical Club of Baltimore, at the Jefferson School, on May 23. The meeting was held on the grounds of the school in the open air, but we stood ready to receive the Club in our lecture room, should the weather have proven to be stormy.

"The Women's Reading Club continued, with considerable enthusiasm, throughout the early months of the year, reading standard novels, and began its sessions in the fall with an increased membership. This is a noteworthy addition to the Library work.

"The Keyworth Debating Club for Boys, which has been a source of pride to us from its start, continues to be most interesting. They purchased six medals, one gold and five bronze ones, which were awarded at the end of the season to those having the greatest number of honor points.

"On June 25 a public debate and exhibition was held under the auspices of this Club, at which time there was a joint debate with the Evergreen Athletic Club upon the subject of 'Government Ownership of Railroads.' The three judges, through their chairman, Hon. Clarence E. Perkins, awarded the prize to the Keyworth Club after a very creditable debate, and the medals were then awarded by the Librarian, who presided over the exercises. A large audience was present, and the occasion was a very pleasant one.

"The city laid a concrete walk in October and we plan to connect it with the building by a brick walk early in 1915. The houses which have been erected to the east of the Library are now completed and occupied, and we hope that the alleys between our lot and the adjoining property may soon be graded and paved.

"The new borrowers seem to be about equally divided between those who have never known or used a library before, and those who have known only the old closed stack libraries. This means that we are able in both cases to please them in an especial manner. The latter class are delighted with the free access to the shelves and the unrestricted choice in making their selections. Thanks to the ribbon system, bringing various classifications into the range of vision at one time, our splendid miscellaneous collection is making more and more of an appeal to these people. The former class, the utterly unread, if such a term may be used, are in their own way just as much of a joy to deal with. Could anything be more satisfying than to come across people who have rarely read more than the newspapers, and to whom 'David Harum' and 'Mrs. Wiggs of the Cabbage Patch' may be given for the first time? They never fail to come back with expressions of pleasure and ask for more, and the

'vision' makes us believe that some day these, too, will belong to the ribbon system class and increase our circulation of other than 'A' books. We have the blasé people also, who have read all the current froth and can only cry 'More, more,' but of these, fortunately, very few. For the general gratification of all our readers, we should like to have, as soon as possible, some of the recent novels which are generally acclaimed good.

"Two handsome brass fenders for the open fireplaces have also been given to us of late. We have always been very proud of these fireplaces, with their Parthenon frieze, and did not believe that anything could add to their beauty. But we realize now that the fenders were exactly what was needed to bring out the full effect and we are truly grateful.

"In the spring we had a 'Nature Table.' We took from the shelves all the attractive books dealing with gardens, trees, birds, wild flowers and ferns, and scattered them over one of the tables in the adult Reading Room. In the centre of the table was a large poster made by pasting floral pictures cut from magazines, principally in shades of pink and green, on to a grass-green background. The main picture on the poster was one of Maxfield Parrish's Venetian garden scenes, and arranged under the various headings were lists of the books. Late copies of the *Garden Magazine* were also on the table. Whenever possible, we aimed to have a bowl of spring flowers to complete the effect. In spite of the blizzard weather a few of the books circulated as early as February.

"Our supply of books has grown steadily until now our shelves have a very comfortable appearance. The adult side of the building is well filled, but we still have room to grow on the other side. The summer boarders, who are our most assiduous readers during July and August, found more fiction here this year than last, which pleased them, of course; but still they wanted more.

"The increased population of this section, which has been steadily building up during the past two years, has finally made itself evident not only in the circulation of the books, but also in the attendance at the lectures which we have had this season.

Previously there was always a struggle before each lecture, and even after we had used every means in our power to distribute the tickets and to advertise the affair generally there were many times when we had to face a humiliatingly small audience. Somehow the public didn't seem to grasp the idea that right here in their midst was an entirely free entertainment of a high order, in pleasant surroundings, given for their benefit. The apathy was most discouraging. But we went right on and finally the rumor has gone abroad that our lectures *are* first-class affairs, and that the Library really is an agreeable place to go to on lecture nights. Through the Lecture Hall, Branch 16 is becoming more and more a centre of neighborhood activity.

"The Keyworth Debating Club resumed weekly meetings in the autumn. This year it is composed of younger boys than heretofore. Some of the older ones, having more serious engagements, have found it necessary to drop out. But after a few months of practice these boys may be able to show results as creditable as those of last year.

"The Women's Reading Club has gone beyond our greatest expectations. Instead of five or six women, we now have eighteen and twenty every Wednesday afternoon. Not only the women of leisure of the neighborhood belong to the Club, but also the principal of the public school and several teachers are members. No one has dropped out since the first meeting and each week some new members come in. At present we are reading one of Wilkie Collins' novels, 'The Law and the Lady.'

"The screens which were put in the Branch at the beginning of the summer have been a comfort and a joy. The Reading Room, even during the intense heat, was much used, and many people mentioned the great improvement over last summer.

"The exterior of the Branch has been a source of the greatest pleasure to all concerned. The neighborhood has been pleased with it; the passing public has admired it, and we are exceedingly proud of it. The 'Home Garden Committee' of the city gave us a 'Certificate of Merit' for our window boxes, which were the gift, as usual, of the Park Heights Committee of the Women's Civic League. With the untiring care of a very good janitor, the drouth

of the summer failed to injure our lawns. The plots of scarlet sage in front of the building were the gift of the Valley View Greenhouses. New this year, and adding a great deal to the appearance of things, are the green stone flower jars at each side of the balustrade at the entrance."

**BRANCH No. 17—NORTH AVENUE, NEAR SMALLWOOD STREET,
EASTERWOOD.**

The home circulation at the Branch amounted to 17,883, of which number 15,379, or 86 per cent., were works of fiction. In addition, 849 books were circulated through delivery from the Central Library. The average circulation of each book was 4.52. The highest circulation, 178, occurred on July 20, and the lowest, 30, occurred on October 2 and 27. The average circulation was 58 volumes.

Schedule of Clubs—Boys' Debating Club, Tuesday, 7.30-8.30 P. M.; Small Boys, Friday, 4-5 P. M.; Small Girls, Saturday, 4-5 P. M.

The following lectures were given at this Branch during the year:

"A Trip to Jamaica and Panama," Dr. Bernard C. Steiner, November 24.

"Jerusalem," the Rev. Arthur C. Powell, December 4.

Through expeditious work, 3,500 books for this Library were bought, catalogued and placed on the shelves in time for the opening on June 26. At that time the Lecture Hall was filled with the people of the neighborhood. After prayer by the Rev. Robert Zeigler, of Chatsworth M. E. Church, who had been greatly interested in the Library from the beginning, the Library was presented to the city by the Hon. Charles J. Bonaparte, and was accepted in a cordial speech by Mayor Preston. An address was delivered by Capt. Henry P. Goddard, and a pleasant feature of the exercises was the presence of Mrs. Lauer, the donor of the lot, and the presentation to her of a beautiful bouquet of flowers, the gift of the residents of the neighborhood. Since the building has been opened the lot surrounding it has been graded and sodded, and the lot in

BRANCH 17—EASTERWOOD
(North Avenue near Smallwood Street).

the rear has been fenced in, and is now being graded, so that the surroundings have become quite attractive. No other Branch which we have ever opened has so immediately attained success as this one in the number of books circulated and the interest shown by the people in the opportunities which a Branch Library offers.

The attractiveness of the Reading Room has been increased by placing over the fireplace at each end bas-reliefs from Thorwaldsen's "Triumphal Entry of Alexander Into Babylon."

From the report of the Custodian the following extracts are taken:

"When we look back upon the crowds that have gathered each day in the reading rooms, and think of the number of eager applicants for Library cards, and count the many books we have circulated during that time, we feel more than repaid for the efforts we have made to please these people. From the day of the opening, or, in fact, for weeks before that day, the neighbors were anxiously awaiting the time when they might show their appreciation of a public library placed at their very doors, to be used by them, both for pleasure and for profit.

"Although the summer has been very warm and more people than usual took refuge from the heat by spending weeks, and often months, in the country, nevertheless those who remained at home were faithful in their visits to the Branch. As soon as the doors were opened in the mornings, the children began to come in to have their books exchanged for new ones. Many of these children remained all the morning in the Reading Room, where they were sure of finding a cool and quiet place to read. Later in the day the older people began to appear. Having selected their books they often tarried a while to look over the bulletin boards, or to read some interesting article in a current magazine. But it was in the evenings that we had our largest crowds. Then you could see readers of all ages—old men and women, husbands and wives, mothers and children, young men and young women—seated at the tables, standing at the shelves and

waiting their turn at the charging desk. For a week or more after the Branch opened, when we were having many sight-seers, we were compelled to wait on the children before 8 o'clock in the evenings and ask them to go home until the next morning, so that we might have time and space to wait on the others.

"It has been quite a task to train the children in the use of the Library; to teach them their exact privileges in using the books. Most of them had never been in a free public library before, and many of them have very few books of their own; consequently, they had no idea what was expected of them. • They were told at the opening exercises that the books were theirs, to read when and where they pleased, so long as they abided by the rules of the Library. But when they were allowed to go to the shelves this last statement was forgotten entirely. To them there were no library rules in this new world that they had discovered and were to explore day after day. Like all explorers, they were not willing to divide the field. They felt that the same books that attracted them would also attract the others, so they immediately established a different rule—"the survival of the fittest"—not to destroy each other, but by carefully selecting a number of good books and by still more carefully hiding them behind some other books, which did not seem to be as popular and were not as apt to be moved, thus disclosing their treasures. One little girl came to me at the close of the first day and very proudly told me she had put away enough good books to last her a week. I tried to explain to her why this should not be done, but she evidently did not view things in the same light, because, when I was arranging the books the next morning, I found seven copies of our most attractive fairy tales packed very neatly behind a row of the Expositor's Bible. But, by a great deal of talking and a little scolding, we have gotten most of them to let the books remain in the proper places until they are ready to read them, and as soon as we can add to our collection I am sure this practice will disappear altogether.

"There is one family who moved to the country for the summer who patronized the Library regularly each week. The father is a minister of a nearby church, and only came to the city each Saturday. But he never failed to stop at the Library for one or more books. Most of these were for his twelve-year-old daughter, selected from a long list, furnished her by one of her teachers. Among the authors we sent her are Shakespeare, Scott, Dickens and Longfellow.

"Another gentleman and his wife came in at least once a week and always left, after an hour or more of careful selection, with six or eight books. I noticed on one occasion they only brought three books to exchange, and when I remarked about the small number, they told me that they had found the last lot so very interesting, they had sent them to their friends to read before they returned them to us.

"We are called upon constantly to make selections for people, and it is in this way we really get to understand our public, and sometimes have our greatest surprises in regards to their tastes. One of our 'deepest' readers told me one night he thought he would try a novel for a change. He had only read a few of them in his life, and he wished I would select him a real good love story—a book that he would not have to study over. On the other hand, a fourteen-year-old boy will ask you to show him some good stories, and when you have guided him to the shelves containing the works of Barbour or Tomlinson, he will ask if you have not something by Dumas or Scott. Then again, some of our patrons depend almost entirely upon our so-called 'Bargain Counter,' and for that reason, we are making an effort to keep one or more books on a number of subjects in this place.

"During the first two months alone—June 26 to August 27—we registered 673 persons (this does not include those who came to us with cards obtained at other Branches), and circulated 7,136 books, which does not include the books and periodicals used in the reading rooms."

On October 8 the Library came very near a serious disaster from a fire, the first in the history of all our Libraries. The

fire broke out in the boiler room at a very early hour in the morning, and had it not been seen by our next-door neighbor, would have probably resulted in a very serious loss. Fortunately, it was discovered by him and the alarm was sent in by him so promptly that no damage whatever was done to the books, and comparatively little to the building. The loss was covered by insurance, and it was not found necessary to close the Library for a single day.

"The great amount of bindery work which we had during the fall is noteworthy. Since the Branch opened, on June 26, we have mended over two thousand (2,000) books and cased five hundred and twenty-five (525). These large numbers are due to several reasons: First, on account of not having gas in the building for some time after the opening, we were unable to repair the books for nearly a month. There were over one hundred (100) books in the bindery, when the gas meter was installed; second, owing to the small number of books on our shelves and the large numbers we circulate daily, each book is handled more than those in the majority of the Branches. And the last and most important reason is the condition in which most of our books came to us. Many of them were second-hand books, and after circulating only once, had to be re-sewed before they were put on the shelves again.

"We have three clubs at present, each one meeting once a week for an hour or more. The largest and most successful one is the 'Hawthorne Literary Society,' for boys from twelve to eighteen years of age. There are thirty members on roll—two or three members are added each week—with an average attendance of twenty. They debate on national, international and educational topics, with declamations each week. These boys also act as ushers and doorkeepers at the lectures. We also have two clubs for the younger children. One has about fourteen little boys on roll, with an average attendance of ten, and reads historical and biographical stories every Friday afternoon; the other consists of girls of the same age, with thirteen members and an average attendance of seven or eight. At present they are interested in Lamb's tales from Shakespeare

and the current topics in which children are naturally interested."

BRANCH No. 18—DARLEY AND CLIFTON PARKS.

Through the generosity of Mr. Frank Novak and his wife, Florence G. Novak, a deed was made by them, on October 21, 1914, to the Mayor and City Council of Baltimore for a Branch Library site on the northeast corner of Wolfe and Twentieth streets, the lot extending seventy feet on the east side of Wolfe street and one hundred and forty-seven feet, seven inches, on the north side of Twentieth street. Upon this site it is expected to construct a Library from the Carnegie Fund, in 1915.

LIBRARY STAFF.

In addition to the Librarian and Assistant Librarian, who are the officers of the Library, there are employed in the various departments 118 persons, of whom 25 are men and boys, and 93 are women. We have had the services of 46 substitutes during the year, within which time there have been 22 resignations and 24 appointments. The staff and employees of the Library are divided into departments. In the Librarian's office are the Librarian's secretary, two clerks and the messenger. In the Order Department there are three clerks. In the Reference Department are the superintendent and four assistants. In the Cataloguing Department are the head cataloguer and twelve other cataloguers (two of the cataloguers in rotation are detailed for work at the delivery and registration desks), a shelf-list clerk and an additional assistant. In the Bindery Department are a chief clerk and two assistants. The Circulation Department has a general superintendent, under whose direction is the circulation of books and the training of apprentices. In the Delivery Department at the Central Library are an assistant superintendent of delivery, together with eleven women and three boys, in addition to the catalogue clerks detailed from time to time

(one of the delivery clerks in rotation is usually employed in the elementary work of cataloguing). The registration of borrowers occupies the time of a registration clerk in addition to assistance given by the detailed cataloguers. In the delivery of books from the Central Library to Branches and Stations, to schools and other institutions are a superintendent and two assistants. In the Branches and Stations are an inspector, seventeen women as custodians, and thirty as assistants. There are also employed four janitors in the Central Library and sixteen in the Branches.

Each young woman who makes application for a position in the Library is required to have the equivalent of a High School education, and we have been pleased to find some Goucher College students on our list. The approved applicants, as apprentices, are given training in the elementary processes of library work, both at the Central Library and at two Branches, usually Branches 1 and 14. If they satisfactorily pass through the apprenticeship, they are placed upon the list of substitutes whom we utilize when members of the regular staff are absent through sickness, etc., and on account of the summer furloughs. From these substitutes appointments are made, and promotion follows, as it has done for twenty years, in accordance with the merit system. We have been fortunate in finding a sufficient number of eligible persons to serve as substitutes, but a number of times the list has been perilously small, and our inadequate salaries do not give the desired incentive to young women to make application for positions in this institution.

Constant emphasis has been laid upon the necessity of efficient and cheerful aid to our borrowers by all the employees of the Library who come in contact with the public. We give our hearty assent to the sentiments expressed in the Report of the Trustees of the Boston Public Library, 1913-14:

"One important feature of the Branch Work, as indeed of all Library work, is the personal assistance given to readers by the Library staff. In any city containing a large number of persons of untrained literary taste, who have not long had

an opportunity to use books, this personal influence is essential. Without it, the Library can never fulfill its highest function—the cultivation of the love of books and the extension of their proper use. This is especially true in districts served by some of our Branches, largely populated by those who have recently come here from abroad.”

RELATIONS WITH OTHER LIBRARIES.

The Maryland Public Library Commission has sent out its Traveling Libraries from our building, and has worked with us in distributing books for the blind as usual.

I acted as chairman of the Committee on Federal and State Relations of the American Library Association, and, as a representative of the Library, attended the Annual Conference of the Association at Washington during May. Several members of the staff were also present at the meeting.

CHARGES AND DAMAGES.

As usual, only a small number of books were lost by borrowers during the year. In addition to the books missing at stocktaking, 172 were lost and paid for and 27 lost without payment; 46,373, or 1 in every 14, were kept out over two weeks, so that their borrowers became liable for charges. For the most part these charges have been duly collected and paid over to the Treasurer.

RECEIPTS AND EXPENDITURES.

The Librarian has paid to the Treasurer the following amounts: From charges and damages, \$2,587.69; from the sale of Finding Lists and Bulletins, \$40.40; miscellaneous receipts, \$450.51. The expenses for the year have been as follows: Books, \$17,501.03; periodicals, \$1,946.25; binding, \$3,183.51; construction and repairs, \$6,041.55; stationery and supplies, \$3,249.34; insurance, \$1,742.00; furniture and type-

writers, \$876.01; drayage, \$821.00; rent, \$630.02; coal, \$3,260.10; light, \$2,886.20; printing, \$960.27; miscellaneous expenses, \$4,159.29; salaries, \$53,109.66; grand total, \$100,366.23.

In November, 1884, Dr. Lewis H. Steiner was appointed as first Librarian. Thirty years ago the first books were bought for the Library. With the coöperation of the munificent founder and the able Board of Trustees which he selected, the Librarian was able to plan the Library system so wisely that there has been no revolutionary change during the whole period, but only a gradual and healthy growth. During his incumbency of the office and during the present Librarianship, the courtesy and coöperation of the Board of Trustees has been constant, and, with thanks for its continuance, I am,

Very respectfully,

BERNARD C. STEINER.

January, 1915.

TABLE A

Circulation in 1914 by Classes—Central Library and Branches.

Classification.	Fiction and Juveniles.	Poetry and the Drama.	Biography.	History.	Travels.	Science and Art.	Miscellaneous Works.	Foreign Languages.	Totals.	Circulation from Central Library Through Branches and Stations.	Total Home Circulation.	Reference Circulation.	Totals.
Central Library.....	120886	3964	3614	11177	755	17097	17851	2489	177833	177833	68823	248856
Percentage.....	68—	02+	02+	06+	01—	10—	10+	01+	72+	28—
Schools, Etc.....	17978	534	521	1766	112	1017	1167	66	23161	23161	23161
Percentage.....	78—	02+	02+	08—	04+	05+
Branch No. 1.....	23156	843	490	1572	101	985	2600	4	29601	848	30449	3856	34306
Percentage.....	78+	03—	02—	05+	06+	08+	89—	11+
Branch No. 2.....	34276	586	540	1864	317	1094	1216	41	39833	1273	41206	4819	46025
Percentage.....	86—	01+	01+	05—	01—	08—	03+	90—	10—
Branch No. 3.....	33353	763	523	2786	235	1710	1781	70	41296	831	42177	42177
Percentage.....	81—	02—	01+	07—	01—	04+	04+
Branch No. 4.....	22947	784	438	2011	142	1153	2141	450	30021	733	30759	1494	32253
Percentage.....	76+	02+	01+	07—	04—	07+	01+	95+	05—
Branch No. 5.....	29093	1143	509	2692	214	1463	1699	233	37051	542	37593	37593
Percentage.....	79—	03+	01+	07+	01—	04—	05—	01—
Branch No. 6.....	21646	787	445	1481	30	983	1940	27317	1475	28792	28792
Percentage.....	79—	03—	02—	05+	08+	07+
Branch No. 7.....	15704	663	233	1279	32	574	1276	19	19835	537	20372	1150	21522
Percentage.....	79+	03+	01+	06+	08—	06+	95—	05+
Branch No. 8.....	15793	389	243	804	63	813	1151	29	19290	1735	21025	21025
Percentage.....	82—	02+	01+	04+	04+	06—
Branch No. 9.....	9395	429	186	976	76	629	804	114	12609	1236	13395	13395
Percentage.....	75—	03+	01+	08—	05—	06+	01—
Station No. 10.....	13900	324	235	1317	37	495	430	133	16926	4457	21333	2069	23452
Percentage.....	82+	02—	01+	08—	08—	03—	01—	91+	09—
Station No. 11.....	36483	733	209	1637	110	616	1133	110	41141	3057	49193	2332	52080
Percentage.....	89—	02—	01—	04+	01+	08—	95—	05+
Branch No. 12.....	13249	395	247	1260	64	937	990	34	22235	363	23093	23093
Percentage.....	82+	02—	01+	06—	04+	04+
Branch No. 13.....	25332	623	333	2151	135	1349	1454	40	32072	1733	33870	33870
Percentage.....	79+	02—	01+	07—	01—	06—	05—
Branch No. 14.....	3925	239	129	473	30	495	533	20	10945	939	11934	11934
Percentage.....	82—	03—	01+	04+	05—	05+
Branch No. 15.....	10454	303	126	713	42	660	605	19	12922	1122	14044	14044
Percentage.....	81—	02+	01—	06—	05+	05—
Branch No. 16.....	10679	199	144	539	59	671	302	64	13207	765	13972	13972
Percentage.....	81—	02—	01+	04+	05+	06+
Branch No. 17.....	15379	232	227	935	66	574	423	7	17333	349	18732	18732
Percentage.....	86—	01+	01+	06—	08+	02+
Through Branches & Stat's	13364	792	512	1447	111	2303	2391	635	28215
Percentage.....	67—	03—	02—	05+	10—	10+	02+
Totals.....	502551	14730	9939	39080	2941	36534	43046	4642	653493	653493	35043	738536
Percentage.....	77—	02+	02—	08—	06—	07—	01—	83+	12—

TABLE B.
Circulation of Books in 1914 by Months—Central Library and Branches.

th.	Totals 1913.	Totals 1914.	Central Library.	Branch No. 1.	Branch No. 2.	Branch No. 3.	Branch No. 4.	Branch No. 5.	Branch No. 6.	Branch No. 7.	Branch No. 8.	Branch No. 9.	Station No. 10.	Station No. 11.	Branch No. 12.	Branch No. 13.	Branch No. 14.	Branch No. 15.	Branch No. 16.	Branch No. 17.	Through Branches.	Through Schools, Etc.
ry...	67553	68754	24281	3428	3973	3878	3322	3422	2396	2060	1732	1250	1466	3846	2400	2675	860	1125	1127	...	2927	2586
ary...	65789	63837	22361	3200	3558	3757	3245	3305	2247	1901	1627	1284	1445	3657	2013	2685	831	997	1033	...	2530	2161
1. . .	68705	72228	24749	3766	3974	4665	3385	3938	2528	2240	1969	1454	1823	3838	2241	2949	911	1281	1283	...	2607	2627
.	69504	64155	22665	3420	3640	3710	2763	3410	2357	1843	1812	1158	1587	3191	1888	2910	892	1104	1076	...	2419	2310
.	62796	54564	19667	2913	3189	3053	2247	2522	2148	1469	1526	850	1363	3132	1592	2158	819	888	1087	...	2067	1874
.	50187	52430	17136	2497	3255	3134	2531	2550	2184	1479	1406	721	1467	3455	1658	2380	882	890	1043	460	2049	1253
.	50380	56092	16670	2503	3704	2830	2235	2655	2144	1559	1373	787	1573	3612	1738	2639	1023	1094	1013	3524	2163	1253
st. . . .	50275	55029	16213	2332	4025	2761	2078	2652	1949	1456	1617	744	1593	3956	1698	2427	932	1080	1059	3113	2179	1165
mber.	50328	49772	16006	1961	3181	2483	1832	2403	1892	1332	1368	665	1430	3139	1482	2166	827	1019	953	2391	1951	1291
er. . . .	60042	65092	22188	2391	3994	3285	2285	3058	2411	1768	1581	898	1612	3843	1815	2680	1030	1109	1157	2706	2706	2575
nber.	63256	67969	22276	2509	4102	3811	2653	3580	2512	2034	1683	1329	1653	3978	1751	3228	1019	1162	1144	2811	2290	2444
nber.	61210	68614	22444	2537	4157	3929	2939	3556	2549	1844	1596	1469	1983	4326	1959	3175	919	1173	1232	2878	2327	1622
als. . .	720025	738536	246656	33457	44752	41296	31515	37051	27317	20985	19280	12609	18995	43973	22235	32072	10945	12922	13207	17883	28215	23161

TABLE C.

Number of Volumes and Circulation—Central Library.

Classification.	Volumes Added in 1914.	Total Number of Volumes.	Circulation Through Central Library.	Circulation Through Branches and Delivery Stations.	Circulation Through Schools, Etc.	Total Circulation.	Average Circulation of Each Volume.
Prose Fiction.....	1,897	26942	96831	11316	9382	118079	4.38
Juveniles.....	346	8368	24055	7548	8046	39649	4.73
Poetry and the Drama....	238	9051	3964	792	534	5290	.58
Essays, Miscellaneous Works, Etc.....	441	10126	5347	803	570	6720	.66
Works in Foreign Languages. .	80	10718	2489	695	66	3250	.30
Ancient Classics and Translations	769	244	74	2	320	.41
Biography.....	206	12956	3614	512	521	4647	.35
History—American.....	375	9912	4684	581	685	5950	.60
History—European.....	426	10998	4789	650	753	6142	.55
History—Asiatic, African, Etc..	170	5783	1754	216	323	2298	.40
Voyages and Travels ...	74	3983	755	111	112	973	.24
Natural History.....	155	4069	2454	343	450	3247	.79
Natural Science.....	92	2512	2913	479	76	3473	1.38
Applied Science and Useful Arts	183	4207	3503	753	124	4380	1.04
Military, Naval and Recreative Arts.....	81	2067	2341	363	81	2790	1.35
Fine Arts.....	195	5727	4681	674	256	5611	.97
Philosophy	101	1913	1954	302	39	2295	1.19
Language and Education.....	91	3050	1789	375	35	2199	.72
Political and Social Science.....	223	5766	3086	530	165	3781	.65
Law	63	1403	836	134	19	969	.70
Medicine.....	43	1525	1200	186	30	1416	.92
Religion.....	351	12541	4367	620	225	5212	.41
Books for the Blind.....	66	1757	223	153	112	493	.23
Bibliography and Reference Works.....	961	31956

TABLE D.

Number of Volumes and Circulation—Branch Libraries.

88

Classification	Promotion and Juveniles	Poetry and the Drama	Biography	History	Science and Art	Miscellaneous Works	Foreign Languages	Reference Books
BRANCH No. 1	Number of volumes..... Circulation..... Average circulation of each book.....	4474 25156 5.17	635 945 1.33	1042 480 .47	2125 1572 .71	2915 2500 .03	21 4 .04	200
BRANCH No. 2	Number of volumes..... Circulation..... Average circulation of each book.....	4233 34575 8.00	645 556 .91	801 540 .59	1864 1864 .92	2172 1215 .33	22 41 .44	271
BRANCH No. 3	Number of volumes..... Circulation..... Average circulation of each book.....	3943 30353 8.45	453 769 1.60	625 525 .84	1845 2785 1.69	2725 1791 .65	145 70 .41	207
BRANCH No. 4	Number of volumes..... Circulation..... Average circulation of each book.....	3303 22947 5.37	479 734 1.54	574 435 .75	1603 2011 1.25	2725 2141 .69	115 450 3.87	204
BRANCH No. 5	Number of volumes..... Circulation..... Average circulation of each book.....	4518 25008 5.73	603 1145 1.93	542 509 .90	1967 2402 1.37	2344 1696 .52	229 263 1.01	403
BRANCH No. 6	Number of volumes..... Circulation..... Average circulation of each book.....	3320 21648 5.65	573 737 1.32	739 445 .65	1537 1451 .91	2501 1940 .67	112	204
BRANCH No. 7	Number of volumes..... Circulation..... Average circulation of each book.....	3125 15704 5.02	312 663 2.12	434 223 .53	1173 1279 1.09	1795 1276 .71	42 19 .45	219
BRANCH No. 8	Number of volumes..... Circulation..... Average circulation of each book.....	2318 15763 7.12	235 369 1.65	329 345 .90	284 304 .90	1057 1151 1.07	16 29 1.81	115
BRANCH No. 9	Number of volumes..... Circulation..... Average circulation of each book.....	2238 9535 4.09	134 429 3.29	267 186 .69	812 976 1.20	754 904 1.05	12 114 8.75	104
STATION No. 10	Number of volumes..... Circulation..... Average circulation of each book.....	957 13900 14.52	80 324 4.05	113 225 2.07	265 1217 3.90	275 490 1.74	15 183 9.30	74
STATION No. 11	Number of volumes..... Circulation..... Average circulation of each book.....	1250 36453 29.50	125 733 5.90	63 309 4.97	944 1657 4.87	336 1133 3.36	13 110 6.11	90
BRANCH No. 12	Number of volumes..... Circulation..... Average circulation of each book.....	2781 13249 4.76	224 345 1.56	329 347 .75	981 1260 1.28	1013 949 .98	15 24 2.23	113
BRANCH No. 13	Number of volumes..... Circulation..... Average circulation of each book.....	2237 9332 11.09	200 623 3.11	404 353 .84	1035 2151 2.07	1133 1454 1.22	13 40 2.22	93
BRANCH No. 14	Number of volumes..... Circulation..... Average circulation of each book.....	2303 5625 2.44	201 259 1.29	397 129 .32	1049 478 .45	965 583 .59	13 20 1.11	84
BRANCH No. 15	Number of volumes..... Circulation..... Average circulation of each book.....	1945 10454 5.37	207 303 1.46	361 125 .34	1036 713 .65	839 605 .72	15 19 1.26	26
BRANCH No. 16	Number of volumes..... Circulation..... Average circulation of each book.....	2021 10679 5.28	209 199 .95	365 144 .39	1153 539 .51	900 312 .84	17 44 2.58	60
BRANCH No. 17	Number of volumes..... Circulation..... Average circulation of each book.....	1307 12679 9.61	129 223 1.76	244 227 .93	765 623 1.23	579 423 .76	7 7 1.00	70

TABLE E.
Circulation of Periodicals in 1914 by Months—Central Library and Branches.

Months.	Totals 1913.	Totals 1914.	Central Library.	Branch No. 1.	Branch No. 2.	Branch No. 4.	Branch No. 7.	Station No. 10.	Station No. 11.
January.....	21205	17737	9833	1152	714	667	1259	2663	1449
February.....	18514	15098	8542	914	518	688	813	2260	1383
March.....	19441	17329	9179	1100	901	646	1116	2669	1718
April.....	17352	14583	8250	959	729	366	652	1997	1630
May.....	14949	12538	7139	719	516	551	1976	1637
June.....	10646	10239	5347	282	492	452	2055	1661
July.....	10603	9927	5261	570	441	2040	1615
August.....	12114	11006	6166	674	646	2049	1471
September.....	11926	11745	7104	737	644	1865	1395
October.....	15554	16175	10155	921	920	2411	1768
November.....	15299	15678	9855	1002	1106	2109	1606
December.....	15696	16481	10368	1012	1136	2206	1759
Totals.....	183299	168586	97199	5126	8786	2347	9736	26300	19092

TABLE F.—Comparative Library Statistics of Baltimore and Other American Cities.

	Home Circulation.	Annual Expenditures.	City Appropriations.	Books.	Salaries.
7 Baltimore, Md.	8,320,144	\$1,230,343	\$566,549	b \$253,427	\$746,282
8 Pittsburgh, Pa. { Allegheny	4,583,897	479,984	437,728	b 132,585	251,073
9 Detroit, Mich.	1,209,306	151,810	155,385	27,000	85,228
10 Buffalo, N. Y.	3,428,638	409,723	372,371	61,767	191,548
11 San Francisco, Cal.	2,296,368	234,704	253,671	48,655	162,651
12 Milwaukee, Wis.	1,535,170	224,085	235,501	51,199	136,475
13 Cincinnati, O.	1,848,973	404,691	380,000	38,719	69,364
14 Newark, N. J.	2,668,430	407,487	339,016	42,218	194,824
15 New Orleans, La.	653,493	100,366	* 42,300	17,501	53,110
16 Washington, D. C.	f 213,506	f 27,938	f 27,938	f 8,534	d 14,804
17 Los Angeles, Cal.	1,351,731	250,000	250,000	44,209	139,700
18 Minneapolis, Minn.	1,321,552	206,355	172,186	36,490	97,816
19 Jersey City, N. J.	1,507,546	121,042	110,500	27,116	64,190
20 Kansas City, Mo.	984,002	96,513	94,505	23,695	48,294
21 Seattle, Wash.	1,181,353	122,403	126,584	17,408	48,948
22 Providence, R. I.	1,534,883	184,295	170,021	b 35,252	g 65,625
23 Louisville, Ky.	1,098,398	132,464	115,208	15,305	67,627
24 Denver, Col.	447,397	45,580	44,395	6,100	9,947
25 Portland, Ore.	713,634	69,370	63,890	10,293	45,062
26 Toledo, O.	1,559,359	172,252	164,677	19,409	84,041
27 New York, N. Y.	1,324,141	158,560	160,186	22,376	83,921
28 Philadelphia, Pa.	818,456	58,478	58,438	10,073	25,703
29 St. Louis, Mo.	392,814	112,577	h.....	b 27,071	40,674
30 Cincinnati, O.	951,063	146,128	173,171	32,687	82,967
31 New Orleans, La.	258,161	61,332	29,750	8,745	36,577
32 New York, N. Y.	945,966	101,050	63,288	15,033	43,509
33 New York, N. Y.	601,748	73,379	72,000	19,565	35,297
34 New York, N. Y.	1,284,502	157,936	155,887	29,268	92,738
35 New York, N. Y.	362,549	27,452	27,846	6,862	15,530
36 New York, N. Y.	586,056	117,535	117,535	17,204	66,019
37 New York, N. Y.	406,143	54,810	47,500	14,742	31,983
38 New York, N. Y.	400,479	38,696	35,000	8,051	22,131
39 New York, N. Y.	495,951	73,720	60,738	f 8,987	f 31,992
40 New York, N. Y.	407,617	36,004	43,760	7,766	21,822

4 | 109,234

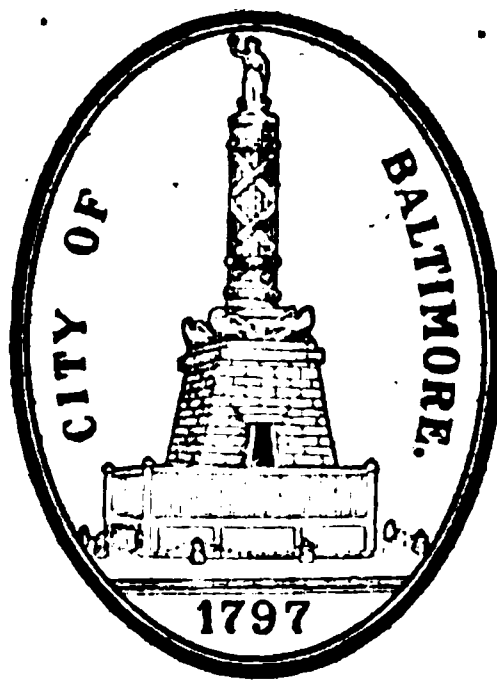
* This sum is in addition to the salaries of the librarians.
b Includes binding and other expenses.
c Includes the salaries of the librarians.
d Includes the salaries of the librarians.
e Includes the salaries of the librarians.
f Includes the salaries of the librarians.
g Includes the salaries of the librarians.
h Includes the salaries of the librarians.

THE
Enoch Pratt Free Library
OF BALTIMORE CITY

THIRTIETH ANNUAL REPORT

OF THE
LIBRARIAN
TO THE
BOARD OF TRUSTEES

FOR THE YEAR 1915



BALTIMORE

1916

ENOCH PRATT

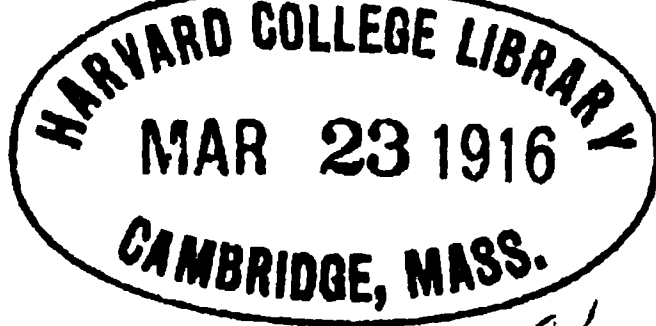
(Modeled by Edward S. Bartholomew about 1855.)

THE
Enoch Pratt Free Library
OF BALTIMORE CITY

THIRTIETH ANNUAL REPORT
OF THE
LIBRARIAN
TO THE
BOARD OF TRUSTEES
FOR THE YEAR 1915

BALTIMORE

1916



BOARD OF TRUSTEES.

JAMES A. GARY,
CHARLES J. BONAPARTE,
EDWARD STABLER, JR.,
HENRY DUFFY,
HENRY STOCKBRIDGE,

HENRY D. HARLAN,
ELI FRANK,
WILLIAM G. BAKER, JR.,
DR. THOMAS S. CULLEN.

OFFICERS.

President, CHARLES J. BONAPARTE.
Vice-President, HENRY STOCKBRIDGE.
Secretary, EDWARD STABLER, JR. Treasurer, WILLIAM G. BAKER, JR.
Librarian, BERNARD C. STEINER.
Assistant Librarian, LAWRENCE C. WROTH.

LIBRARY BUILDINGS.

- CENTRAL LIBRARY—106 West Mulberry Street, near Cathedral.
- BRANCH 1—Corner of Fremont Avenue and Pitcher Street, near Lafayette Square.
- BRANCH 2—Corner of Hollins and Calhoun Streets, near Union Square.
- BRANCH 3—Corner of Light and Gittings Streets, near Riverside Park.
- BRANCH 4—Corner of Elwood and O'Donnell Streets (*Canton*).
- BRANCH 5—Corner of Broadway and Miller Street, near Johns Hopkins Hospital.
- BRANCH 6—St. Paul Street, above Twenty-fifth (*Peabody Heights*).
- BRANCH 7—Falls Road, below Thirty-seventh Street (*Woodberry and Hampden*). (Building given by Robert Poole, 1900.)
- BRANCH 8—Clifton Avenue and Hilton Street (*Walbrook*). (Building given by Francis A. White, 1907.)
- BRANCH 9—Corner Towson and Beason Streets (*Locust Point*). (Building given by Andrew Carnegie. Site given by B. & O. R. R.)
- STATION 10—Mott Street, near Corner of Gay (*Old Town*).
- STATION 11—1208 East Baltimore Street, near Aisquith Street.
- BRANCH 12—Corner Barre and St. Peter Streets (*Mt. Clare*). (Building given by Andrew Carnegie, 1908; purchase of lot made possible by gift of Thomas J. Hayward.)
- BRANCH 13—Linwood Avenue, between East Fayette Street and Philadelphia Road, near Patterson Park. (Building given by Andrew Carnegie. Lot dedicated to library by Mayor and City Council.)
- BRANCH 14—Garrison and Fairview Avenues (*Forest Park*). (Building given by Andrew Carnegie. Lot dedicated to library by Mayor and City Council.)
- BRANCH 15—Gorsuch Avenue and Taylor Street (*Homestead*). (Building given by Andrew Carnegie. Site given in memory of Robert S. Carswell.)
- BRANCH 16—Keyworth Avenue, near Park Heights Avenue (*Pimlico*). (Building given by Andrew Carnegie. Site given in memory of William and Ellen Shirley.)
- BRANCH 17—North Avenue, near Smallwood Street (*Easterwood*). (Building given by Andrew Carnegie. Site given in memory of Leon Lauer.)
- BRANCH 18—Wolfe and Twentieth Streets (*Darley and Clifton Parks*). (Site given by Frank Novak. Building not yet erected.)

ANNUAL REPORT FOR 1915

To the Trustees of The Enoch Pratt Free Library:

In January, 1886, the Library, Enoch Pratt's great gift to the City of Baltimore, was opened to the public. That gift consisted of a Central Library and "Branches connected with it in the four quarters of the City," together with \$833,333.33 in money. In return for that gift, the City agreed by a popular vote to spend at least \$50,000 annually for library purposes. During the thirty years that have elapsed since that time the Library:

1. Has accumulated a stock of 334,366 volumes, in addition to which 113,767 volumes have been discarded, so that 448,133 volumes have been accessioned.

2. Has given borrowers' cards to 254,841 persons, of whom 44,929 possess the privilege of drawing books today.

3. Has circulated 19,267,786 volumes, of which 770,737 were circulated in 1915.

4. Has increased the points of distribution to the people by adding to the original four Branches twelve more Branches and two Stations.

5. Has secured two Branch Library buildings as gifts from citizens of Baltimore.

6. Has secured for the City the gift of half a million dollars from Andrew Carnegie, of which amount two hundred thousand dollars have already been utilized for the construction of eight Branch Library buildings, and the other \$300,000 await the obtaining of suitable sites upon which twelve additional Branch Library buildings may be erected.

7. Has instituted a system of distribution of books to institutions throughout the City, of which 55 institutions availed themselves in 1915.

8. Has given courses of lectures in the halls provided for that purpose in the Branches built by Andrew Carnegie's gift.

9. Has conducted 21 reading clubs in its Branches for women, for boys and for girls.

10. Has given useful information to thousands of persons who have utilized the resources of the Library through the Reference Department.

11. Has educated many people through the contact with the books on the shelves granted at the seventeen Branches and Stations and in the Standard Open-Shelf Library at the Central Building.

12. Has secured the transfer to the City, without cost to it, of the title to four houses near the Central Library as a site for future additions thereto, and is already using one of these houses.

In future years the Library expects:

1. An additional Central Building constructed by the City at the cost of about three-quarters of a million dollars on Cathedral street adjoining the present building.

2. Twelve sites for Branches dedicated to library purposes, either by the City or by private beneficence.

3. Adequate maintenance by the City, so that the members of the staff, who should have at least as much educational training as teachers may receive salaries equal to those paid by the City to teachers, and not, as at present, much less than those and also only from one-third to two-thirds those paid to the library staff in other cities.

4. Adequate maintenance by the City, so that the purchases of books may be sufficient to meet the people's needs and may approximate the amounts expended in other cities.

5. Additional appropriations, so that we may extend the usefulness of the Library as an educational institution and as a place whence healthy mental recreation may be obtained, by giving more lectures, printing more lists of books and entering into as many lines of usefulness as can be centered about the reading of books.

A great historian has said: "One of the chief ends of the whole social organization is to develop to the highest point and apply to the greatest advantages the sum of talent existing in the community." (Lecky, "England in the 18th Century," vol. 1, p. 215.) The Library is endeavoring to attain this end, and to attain it by occupying the whole of its province, which, according to Mr. R. R. Bowker, is found "in recreation, in information, in education, and in inspiration." (Bulletin of the American Library Association, July, 1915, p. 151.) It is the prime office of books and libraries, to quote Mr. Herbert Putnam, to aid the people "to exact knowledge, clear and discriminate thinking, and the choice of better reason." (Library Journal, July, 1915, p. 476.)

In a democracy, such a service is vital for the welfare of the commonwealth. An ignorant democracy cannot be successful, and the most successful democracy is one in which the citizens have the widest outlook. To give this outlook is the aim of the Library. Mr. Hiller C. Wellman admirably stated this fact last year: "This, then, I conceive to be the great fundamental obligation to the public library—to make accessible to all men the best thought of mankind, whether it be found in the classic works of the older civilizations that preceded our own, or in the master intellects of a later day, or in the innumerable derivative writings of lesser minds." (Library Journal, July, 1915.)

It is because of this fact that the U. S. Census Department groups libraries and schools together under the classification "Education." Libraries belong under this classification as soon as we accept the statement of Mr. Grant Showerman, that "The immediate design of liberal education is not skill of hand or knowledge of technical detail, but the cultivation of mental power, the broadening of vision, the deepening of perception, the refinement of intellectual and spiritual temper. Its ultimate end is the production of the ideal citizen and of the ideal State." (The Dial, September 30, 1915, p. 255.)

Of course there is a difference between the two branches of education, the school and the library, and that difference has

rarely been stated better than recently by Willis H. Kerr: "School is formal. Library is informal. Fundamentally, the school is for discipline (training, if you will). Fundamentally, the library is for culture. The belief underlying these remarks is that the library does nothing that could be better done in school, but the library's work is a necessary part of education." (Bulletin of the American Library Association, July, 1915, p. 145.)

This idea that schools and public libraries were both alike essential to a well-rounded educational system and to the well-being of the commonwealth was recognized centuries ago, and was well expressed by Martin Luther in his letter to Mayors and Aldermen of all the cities of Germany in behalf of Christian schools: "Finally, this must be taken into consideration by all who earnestly desire to see such schools established and the languages preserved in the German States; that no cost nor pains should be spared to procure good libraries in suitable buildings, especially in the large cities, which are able to afford it. For if a knowledge of the Gospel and of every kind of learning is to be preserved, it must be embodied in books, as the prophets and apostles did, as I have already shown. This should be done, not only that our spiritual and civil leaders may have something to read and study, but also that good books may not be lost, and that the arts and languages may be preserved, with which God has graciously favored us. St. Paul was diligent in this matter, since he lays the injunction upon Timothy: 'Give attendance to reading,' and directs him to bring the books, but especially the parchments left at Troas." (Painter, F. V. N. Luther on Education, p. 203.)

More tersely Bishop Cosin expressed with restraint the same thought, which he placed over the entrance of his library at Durham in England: "Nom minime pars eruditionis est bonos nosse libros." Not only is it an important part of education to read good books, but it is the only part of education which is offered by the municipality to the mass of the citizens who have left the public schools. As early as 1856, G. S. Hillard wrote that "The Public Library of the City of Boston sprang from a

feeling, on the part of some of its most thoughtful and judicious citizens, that the system of public education, so liberally provided for the young, might be, and should be, extended to those of more mature age." (Barnard's Journal of Education, v. 2, p. 203.)

Two years later when the Public Library Building of Boston was dedicated, January 1, 1858, the Hon. Edward Everett expanded the same thought: "The system of public education, excellent as it is, and wisely supported by a princely expenditure, does but commence the work of instruction and carry it to a certain point; well advanced, indeed, but far short of the goal. It prepares our young men for college, for the counting-room, for the office of the engineer, the studio of the artist, the shop of the artisan, the laboratory of the chemist, or whatever field of employment they may be destined to enter; but there it leaves them, without further provision for the culture of the mind. It disciplines the faculties, and forms a taste for the acquisition of knowledge, on the part of our young men and women; but it provides no means for their exercise and gratification. It gives them the elementary education requisite for their future callings, but withholds all facilities of access to those boundless stores of recorded knowledge, in every department, by which alone that elementary education can be completed and made effectual for the active duties of life.

"A first-class public library is the completion of the great system of public education. Its object is to give to the entire population, not merely to the curious student, but to the inquisitive member of either of the professions, to the intelligent merchant, mechanic, machinist, engineer, artist or artisan—in short, to all of every age and of either sex who desire to investigate any subject, either of utility or taste—those advantages which, without such an ample collection, must necessarily be monopolized by the proprietors of large private libraries, or those who by courtesy have the use of them; nay, to put within the reach of the entire community advantages of this kind, far beyond those which can be afforded by the largest and best provided private libraries."

A great contemporary of Everett's, the Hon. Rufus Choate, speaking in the Senate of the United States, also bore notable testimony to the usefulness of books and libraries as a means of education: "And does not the judgment of all the wise, does not the experience of all enlightened States—does not the whole history of civilization concur to declare that a various and ample library is one of the surest, most constant, most permanent and most economical instrumentalities to increase and diffuse knowledge? There it would be—durable as liberty, durable as the Union—a vast storehouse, a vast treasury of all the facts which make up the history of man and of nature, so far as that history has been written; of all the truths which the inquiries and experiences of all the races and ages have found out; of all the opinions that have been promulgated; of all the emotions, images, sentiments, examples; of all the riches and most instructive literatures; the whole past speaking to the present and the future; a silent, yet wise and eloquent teacher; dead yet speaking—not dead; for Milton has told us that 'a good book is not absolutely a dead thing—the precious life-blood rather of a master spirit; a seasoned life of one man embalmed and treasured up on purpose to a life beyond life. Is not that an admirable instrumentality to increase and diffuse knowledge among men?'"

However, a library must remember that its sphere is not merely that of education, but also of inspiration and recreation. Rarely has the service of the library in these latter ways been better expressed than by Ernest Bailey: "The real work of the libraries lies in this: that they may be instrumental in bringing enlightenment to the people, so that they may have a truer estimate of what really constitute the deeper concerns of human life, place before them the means by which special knowledge or skill may be added to, and so instruct the people, that they shall arrive at a sane and considered judgment on all matters affecting their lives. They cannot produce finished philosophers and poets, but they should make it easy for every embryo scholar, philosopher and poet, every potential reformer or inventor, to follow up any line of study, carry out all necessary research, that higher tastes and ideas and well-directed energies indicate.

"We assist in a vital way if we persuade people that they are wrong to limit themselves to light literature; if we can show them that in all great romantic, poetical and historical literature, in the teaching of the great thinkers, in the hope and passion of the great reformers, there is not only a transient pleasure, but a joy that grows from more to more, expands the mind, broadens the cutlook upon the affairs of men, makes for deeper thought and a more intelligent appreciation of all that enriches life." (Library Association Record, October 15, 1914, pp. 436 and 437.)

While we endeavor to cover these fields of work so important to the good of the State, we are cruelly crippled by lack of means. Last year we received the Pratt annuity of \$50,000, and an appropriation from the general tax levy of \$48,300, and when we compare with ourselves other cities which we consider in the class with Baltimore we find that their appropriations in the tax levy were: Philadelphia, \$268,920; St. Louis, \$275,387; Boston, \$400,000; Cleveland, \$351,736; Pittsburgh, \$250,710 (to this sum should be added \$27,938 given the Allegheny Library); Detroit, \$234,767; Cincinnati, \$172,622; Los Angeles, \$179,696; Minneapolis, \$173,900; or Seattle, \$186,363. Not only is income disproportionate in the case of these larger cities, but the City of Grand Rapids, which had a population in 1910 of 112,571 and an assessed valuation in 1913 of \$102,293,177, received from taxation of the citizens of that town in 1914 the sum of \$50,-653.36. Clearly we cannot expect to give the quantity of service to our City which is given to other cities with larger appropriations.

We are greatly in need of an addition to the Central Library facing upon Cathedral street, and of more money for the maintenance and enlargement of the work of the Central Library. The Advertising Club of Baltimore, through Mr. H. Irving Martin as chairman of a committee of that Club, asked that we establish a business men's downtown branch, and we are utterly unable to do so. It was the privilege of the Librarian to address the Advertising Club in the spring in advocacy of this addition to our system. In the Old Bay Line Magazine for May, 1915, Mr. Martin published an article entitled "The High Water-mark in

Library Service," in which he said we are beginning to realize that a great public library is a public utility and that the only yardstick by which we can measure the value of a public utility is the extent of this use by the general public. This is true, and yet it is only a part truth, for the use depends largely upon the amount of money placed at the disposal of the Library authorities to provide for the needs and desires of the people. This Library was probably the first established in the country with the distinct understanding from the beginning that it was to include a system of buildings in different parts of the city. We have been able to open fifteen Branches and two Stations, and another Branch will be erected in the coming year. There remain, however, in round figures, \$300,000 in the Carnegie Fund which may be utilized for the erection of Branch Libraries, as soon as sites for these are provided. The fifteen Branches which have been erected, and the sixteenth which is about to be built, have been constructed without expense to the taxpayers. Other portions of the City need Branch Buildings greatly, and it is cruel to withhold them from these portions because of a failure to provide money for sites.

On September 20 four ordinances were introduced into the City Council as follows:

Hon. Duke Bond introduced an ordinance providing for the acquisition of a lot of ground in the territory bounded north by Baltimore street, east by Calverton Road, south by Frederick avenue, west by Gwynn's Falls, for the use of The Enoch Pratt Free Library, appropriating the sum of ten thousand dollars (\$10,000) for the purchase of said lot.

Hon. Samuel Lasch introduced an ordinance appropriating the sum of twenty thousand dollars (\$20,000) for the purchase of a parcel of land to be used as a site for a Branch Library of The Enoch Pratt Free Library of Baltimore City.

Hon. Samuel L. West introduced an ordinance providing for the acquisition of a lot of ground in the territory bounded north by Druid Hill Park, east by Mount Royal avenue, south by Mc-Mechen street, west by Eutaw Place, for the use of The Enoch

Pratt Free Library, and appropriating the sum of ten thousand dollars (\$10,000) for the purchase of said lot.

Hon. John J. Reahl introduced an ordinance providing for the acquiring of a lot of ground in the City of Baltimore in the territory bounded by Whiteford avenue, the Old Frederick Road and Frederick Road, for the use of The Enoch Pratt Free Library, and appropriating a sum of money for the purchase of said lot.

Three of these ordinances were favorably reported upon by the Joint Committee of Ways and Means of the Council, but the Board of Estimates found itself unable to include the needed funds for any of these ordinances in the Ordinance of Estimates for 1916. We earnestly hope that at least these three sites may be provided for in the course of the next year. There will still be left, even if this is done, a number of portions of the City in which there are no provisions for Libraries. Up to the present moment no sites have been secured—

(a) To take the place of Station No. 10 in the Tenth ward or in the southern part of the Ninth ward, near Greenmount Cemetery.

(b) To take the place of Station No. 11 in the Fifth ward, in the vicinity of Baltimore and Aisquith streets.

(c) In the vicinity of South Broadway in the Second and Third wards.

(d) In the vicinity of Lake Montebello in the Eighth or Ninth ward.

(e) In the vicinity of the York road in the northern part of Waverly in the Ninth or Twelfth ward.

(f) In the vicinity of Mt Royal and Maryland avenues in the Eleventh ward.

(g) In the vicinity of Whitelock street and Linden avenue in the Thirteenth ward.

(h) In the vicinity of Ashburton in the Fifteenth ward.

(i) In the vicinity of Calverton and Edmondson terraces in the Sixteenth ward.

(j) In the vicinity of Carroll and Irvington in the Twentieth ward.

(k) In the vicinity of Hollins and Catherine streets in the Twentieth ward.

In some of the above-mentioned localities there is an earnest popular desire for the establishment of Libraries. Delegations appeared before the Board of Estimates, of the people in the neighborhood, urging the passage of the ordinances introduced by Messrs. Reahl, West and Lasch, and the people of Carroll and Irvington, in a Fourth of July parade held by them, had a decorated float representing a Library Building, with the number "19" placed over the door, thus showing that it was their hope to receive the next Library Building given to a section of the City now without any Library privileges.

Not only in our City, but all over the country the need of establishing Branch Libraries convenient to the residences of the people is recognized. Thus in the Sixty-first Annual Report of the City Library of Manchester, New Hampshire, we read:

"People are glad to use books if they are brought within easy reach. Is it not just as much the duty of the City to make its books accessible to its citizens as it is to put the schoolhouses within reach of the children? The schools and the Library are the two chief educational forces of the City and are supported by it because they are acknowledged to be for the good of society. There should be deposit or delivery stations in every section of the City, that the books may be as widely used as possible. This can easily be done if the City will add to the Library appropriation the very moderate amount necessary to develop this work."

The Forty-sixth Annual Report of the Cleveland Public Library shows that that institution, though much better provided with income than ours, is hampered in the opening of new Branches and realizes the importance of such opening. The Librarian expresses himself as follows: "There are, however, locations in the City which are not now supplied by any Branch, where the needs are exceedingly imperative; yet, unless we can obtain more money it is impossible to see whence we can get the sites and whence we can get the money for their operation without

crippling our existing work. This is a difficulty which confronts all branches of the City Government, but we are in a peculiarly unfortunate condition. We are taking on no new fields of labor. We are merely extending the work which we are already doing, and which is especially by law entrusted to us to do. We are merely endeavoring to adequately carry out the trust which the law and your Honorable Board have imposed upon us, of supplying the citizens of Cleveland with adequate Library facilities. Experience has told us the impossibility of bringing the books of the Library close to the readers whose needs we should supply. Time and even the small sum required for street railroad fare are of great importance to those whom it is most necessary to reach with the opportunities afforded by the Library."

The Board of Trustees of this Library, after careful consideration, made the following requests of the Board of Estimates upon September 27, including in the requests only such amounts as seemed indispensably necessary for the work of the Library system:

"The Board of Trustees of The Enoch Pratt Free Library of Baltimore City respectfully request that an appropriation of eighty-four thousand five hundred dollars (\$84,500) be placed in the Ordinance of Estimates for the year 1916, for the equipment, maintenance and support of said Library—

"(a) The sum of twenty-one thousand dollars (\$21,000) for the maintenance of the eight Branch Libraries, Nos. 9, 12, 13, 14, 15, 16, 17, 18, built from the fund given by Andrew Carnegie, Esq., being ten per centum of the cost of the buildings, the minimum amount agreed to be paid by the City.

"(b) The sum of two thousand five hundred dollars (\$2,500) for the maintenance of Branch No. 8, in Walbrook.

"(c) The sum of two thousand dollars (\$2,000) for the maintenance of Station No. 10, on Gay street, and of Station No. 11, on East Baltimore street.

"(d) The sum of two thousand five hundred dollars (\$2,500), the amount appropriated annually for several years past, for the maintenance of salaries of clerks in the lower grades of the Library Service.

“(e) The sum of five thousand dollars (\$5,000) for the increase of the salaries of the Library Staff in order that we may make certain other much-needed increases in the salary list. Not only are we paying much less than other cities to persons holding similar positions, but also much less than is paid to the teachers in our public schools. The importance of the Library as an educational institution is such that we ought to be able to place on our staff persons as well equipped as are these teachers, and pay them salaries equivalent to those received by the latter. In our request last year we stated certain facts, which we desire again to emphasize: ‘Many of the employees are grossly underpaid, because of the inadequate income of the Library, and the discrepancy is so great, as compared with the salaries paid in other lines for a similar class of service, that it is becoming each year increasingly difficult to secure a properly educated and efficient force, and the usefulness of the Library is becoming more and more liable to serious impairment. It is the belief of the Trustees that from eight to ten thousand dollars would not be too much to expend in this way, but the Trustees deem it wiser to proceed slowly, and, therefore, only ask at this time for the sum of five thousand dollars.’ These statements continue perfectly true at the present time.

“(f) The sum of seventeen thousand dollars (\$17,000) for the purchase, binding and cataloguing of books for the seventeen Branch Libraries. One thousand dollars for each of these Branches is the minimum amount which should be expended for the purchase and cataloguing of new books and replacement of standard worn-out books, and the rebinding and repairing of books which need such attention, so that they may longer serve the public.

“(g) The sum of seven thousand five hundred dollars (\$7,500) for the maintenance of Branches 5, 6, 7. The original gift of Mr. Pratt, in his words, contemplates a main building and ‘Branches connected with it in the *four* quarters of the City,’ and the annuity created by Mr. Pratt’s gift was evidently intended for the maintenance of these five Libraries only.

"In their endeavor to meet the pressing needs of the City, the Board of Trustees established three other Branch Libraries. As a result of this action, the annuity has been charged with expenses not originally contemplated, and it is no longer sufficient to provide satisfactorily for its original purposes. We, therefore, request that the same appropriation be made for the maintenance of these three Libraries which has now been made for a number of years for Branch No. 8—namely, twenty-five hundred dollars annually for each of them.

"(h) The sum of ten thousand dollars (\$10,000) for the maintenance of Branches 1, 2, 3, 4. The grant of this request will enable us to devote the entire amount of the annuity to the general administration of the Library system and to properly equip and maintain the Central Library as at present conducted.

"(i) The sum of three thousand dollars (\$3,000) for the purchase of books for Branch No. 18. A similar appropriation was made when we prepared to open Branch No. 17.

"(j) The sum of nine thousand dollars (\$9,000) for the equipment of the Technological and Children's departments, and the maintenance of these departments and the Open-Shelf Room in connection with the Central Library.

"The appropriation which was made last year was sufficient to enable us to open a standard Open-Shelf Library, the extensive usefulness of which is bound to increase from year to year. With the appropriation now asked for we shall be able to continue this department, and to open the other departments which we desire to conduct for the benefit of the people of the City.

"(k) The sum of five thousand dollars (\$5,000) for remodeling and altering Branch No. 8, in Walbrook.

"Over ten years ago Mr. Francis A. White presented to the City for Library purposes an admirably situated lot in Walbrook upon which his father, the late Francis White, erected nearly twenty years ago a well-built, neat frame building, which was used for a number of years as a Union Chapel. It was the first public building in Walbrook, and has proven admirably adapted for Library purposes. The growth of the population of the

vicinity, however, has made it too small to carry on therein, properly, the growing work of the Branch, and it is desirable to enlarge it by an addition which will render it better equipped to carry on its important work.

“Mr. Carnegie’s contract with the City and State was made several years ago, and since then we have been using the fund thus provided for the erection of Branch Libraries, eight of which have been opened or are under construction. There are sections of the City, however, in which it has been impossible to secure the gifts of lots, although the need for books there is so pressing that buildings should certainly be erected as soon as possible for the benefit of the people of those sections. While this need is pressing and while funds are lying idle which could be used for the construction of buildings to meet it, we venture to suggest that the City, which has appropriated large sums for the purchase of sites for public schools, may well make a moderate appropriation for the securing of one or more sites upon which may be placed buildings devoted to the uses of that portion of the City’s educational work, namely, the public library—in fact, four ordinances for this purpose are now pending, and we trust that the Board of Estimates may approve the comparatively small expenditure necessary to meet the wishes of so many citizens.

“If all of the several sums asked for be granted us, our total income, including the annuity, will still be far less than that of the municipal library in any city in the country which can be compared with Baltimore. Unless we receive an adequate appropriation, we cannot enter upon the new fields of usefulness which open before us, or sufficiently increase our valuable collection of books. We are most anxious that the Library may keep well abreast of all other departments in the growth of the City, and may suitably serve the people of Baltimore by providing them with educational advantages and wholesome mental recreation. With appropriations such as we have requested above we can render efficient service to the public and fulfill the purpose of the founder in establishing the Library ‘for the benefit of our whole City.’”

After giving us a hearing the Board of Estimates felt that the sum of fifty-two thousand dollars (\$52,000) is all that it was in a position to allow us in the Ordinance of Estimates for 1916.

GENERAL SURVEY.

The membership of the Board of Trustees has experienced one change in the past year. At the June meeting Thomas S. Cullen, M. D., was elected to the vacancy created by the resignation of Mr. Henry P. Janes on January 30.

At the beginning of 1916 this Library contains 334,366 volumes, and is administered by 125 officers and employees. The home circulation of books was, during the last year, 696,111, and with the greatest economy the expenses amounted to \$101,650.26, so that it is evident that the Library could not have been carried on, even within the present bounds of its work, unless there had been received from charges, catalogues, etc., a sum added to the annuity and the appropriation paid by the City. In 1915 the Library system consisted of a Central Library Building, fifteen Branches and two Delivery Stations, in addition to which books were sent to 55 institutions, and by an arrangement with the Maryland Public Library Commission to 17 blind persons outside of the City. In the Reading Room of the Central Library 70,776 books and 97,287 magazines were used. All of the Branches have open shelves, so that complete figures as to Reading Room use cannot be given. The number of books circulated from the beginning amounts to 17,128,585. The registration books show that there are now 44,929 borrowers' cards outstanding, and that 254,841 persons have at different times become entitled to the use of the Library. The circulation of books by classes is given in Table A, that by months in Table B. The number of books in the various classes in the Central Library, the number added to each class during the year, the total circulation of each class and the average number of times each book went into circulation are shown in Table C, while Table D shows similar figures for the Branches. Table E gives comparative

library statistics of Baltimore and other cities and shows how great is the disparity between our income and that of the libraries of other cities of the rank of Baltimore.

Mr. Pratt, by a gift to the City of about \$1,150,000 (Central Library, first four Branches and endowment) in 1882, enabled the City for over twenty years to have public library facilities without further expense than payment of the annuity of \$50,000, the first City appropriation being one of \$5,000 made in 1908. The appropriation last year (1915) was \$48,300. Since the opening of the Library both area and population of Baltimore have doubled, and the number of Branch Libraries has increased from 4 to 17.

In reference use of reading rooms, in lectures in the newer Branches, in reading clubs of children, the Library serves useful public functions, in addition to the home circulation of books. The service of the Library to the people in the circulation of books is accomplished not merely through books drawn at its buildings, but also through sending of boxes of books to the public schools of the City, private and Sunday schools, playgrounds and recreation centers, department stores and factories, settlements and study clubs.

The building of Branch No. 18 was delayed during the year because of the fact that Wolfe and Twentieth streets have not been opened, but we were able to establish a Standard Open-Shelf Library at 404 Cathedral street, opening it to the public upon September 14.

We are pleased to be able to report a considerable increase in the circulation of books during the past year. Bulletins, annual and occasional, have been printed and have helped in obtaining this result. The reclassification and recataloguing of the books at the Branches have been completed. Branches Nos. 2 and 7 have been remodeled, so that all of the Branch Library Buildings are now provided with a safeguarded open access to the books, and a new lecture hall has been opened at Branch No. 7.

ORDER AND ACCESSION DEPARTMENT.

"In a library is collected the accumulated experience of ages—the volumes of the historian, like lamps, to guide our feet; there stand the heroic patterns of courage, magnanimity and self-denying virtue; there are embodied the gentler attributes, which soften and purify, while they charm the heart; there lie the charts of those who have explored the deeps and shallows of the soul; there the dear-bought testimony, which reveals to us the ends of the earth, and shows that the girdle of the waters is nothing but their Maker's will; there stands the poet's harp, of mighty compass and of many strings; there hang the deep-toned instruments through which patriotic eloquence has poured its inspiring echoes over oppressed nations; there, in the sanctity of their own self-emitted light, repose the Heavenly oracles. This glorious fane, vast, and full of wonders, has been reared and stored by the labors of lettered men; and could it be destroyed, mankind might relapse to the state of savages." (Hillhouse, James A., *Relations of Literature to a Republican Government*.)

The total number of books now on our accession catalogues is 334,366. During the year 20,194 books were accessioned, of which 4,145 were replacements. Since the opening of the Library 113,767 books have been condemned and withdrawn from circulation; 7,404 of these were condemned during the past year.

The number of volumes in the Library at the beginning of the year was 321,576, so that the net gain has been 12,790 volumes. We make no attempt to collect pamphlets, but there are probably over 6,000 pamphlets in the Library collection.

During the year 8,419 volumes were added to the Central Library; to Branch No. 1, 156; Branch No. 2, 129; Branch No. 3, 122; Branch No. 4, 114; Branch No. 5, 141; Branch No. 6, 262; Branch No. 7, 140; Branch No. 8, 246; Branch No. 9, 240; Station No. 10, 186; Station No. 11, 278; Branch No. 12, 310; Branch No. 13, 360; Branch No. 14, 279; Branch No. 15, 429; Branch No. 16, 596; Branch No. 17, 871.

The total number of books now accessioned for the Central Library is 199,724; for the Open-Shelf Department, 3,075; and for the Branches as follows: Branch No. 1, 13,766; Branch No. 2, 13,051; Branch No. 3, 11,139; Branch No. 4, 11,027; Branch No. 5, 13,385; Branch No. 6, 12,163; Branch No. 7, 7,794; Branch No. 8, 5,644; Branch No. 9, 4,881; Station No. 10, 2,120; Station No. 11, 2,743; Branch No. 12, 6,003; Branch No. 13, 6,135; Branch No. 14, 5,668; Branch No. 15, 5,441; Branch No. 16, 5,802; Branch No. 17, 4,805.

The usual stock-taking was prosecuted with care, and its result is as follows: There were missing from the Central Library 108; Branch No. 1, 15; Branch No. 2, 34; Branch No. 3, 28; Branch No. 4, 4; Branch No. 5, 52; Branch No. 6, 33; Branch No. 7, 10; Branch No. 8, 8; Branch No. 9, 6; Station No. 10, 19; Station No. 11, 15; Branch No. 12, 30; Branch No. 13, 15; Branch No. 15, 1; Branch No. 17, 7. Since the Library was opened in 1885 we have lost 2,071 books, divided as follows: Central Library, 1,026; Branch No. 1, 71; Branch No. 2, 67; Branch No. 3, 80; Branch No. 4, 25; Branch No. 5, 78; Branch No. 6, 100; Branch No. 7, 22; Branch No. 8, 32; Branch No. 9, 77; Station No. 10, 92; Station No. 11, 125; Branch No. 12, 178; Branch No. 13, 65; Branch No. 14, 5; Branch No. 15, 14; Branch No. 16, 5; Branch No. 17, 9. The loss this year was 1 to every 2,001 books circulated. From the beginning the loss has been 1 to every 9,303 books circulated.

Of the 20,194 volumes accessioned for the Library during the year, 1,293 were bound magazines and periodicals (594 for the Central Library and 621 for Branches), 3,544 were donations (including the deposit of United States Documents) and 15,357 were purchased at an average cost of \$1.05 per volume.

Worn-out books were sent to schools and other institutions throughout the State which could use them, and were greatly appreciated by the recipients. The appreciation of these gifts is shown by letters such as the following:

From River Springs, St. Mary's county—"Our schoolhouse has been undergoing repairs for the last three months and we have

been teaching in rented rooms under crowded and congested conditions. For this reason we did not get the box of books opened until a few days ago. When we did it was surely a literary feast spread before us, and the pleasure ahead of school and patrons is more than I can express. I wish to thank you again for the kindness and to assure you that we keenly appreciate the favor."

Another appreciative letter came from Tunis Mills: "We, the children of Tunis Mills School, wish to thank you for the books which you sent us and want you to know that we appreciate them very much, because we are all very fond of reading. With thanks from all."

Only persons well acquainted with library work appreciate the expense and labor involved in the replacement of books. About one-fourth of the books which have been added to the Library since it was opened have been discarded, for the most part because they were worn out. The books replaced during the year cost, including cataloguing, over one dollar apiece, but, as Dr. Bostwick says: "A librarian when he finds he wears out thousands of volumes in a year he is glad, so far as this wear is caused by legitimate use; for he knows that such use means a love of books, and that such a love, widely diffused, is the best possible guaranty of the continued preservation of what is best in the world's literature." (*Earmarks of Literature*, p. 106.)

The Library contains books in some considerable number written in thirty languages, as follows: French, German, Greek, Italian, Latin, Arabic, Assyrian, Egyptian, Hebrew, Yiddish, Dutch, Finnish, Flemish, Dano-Norwegian, Swedish, Icelandic, Hungarian, Bohemian, Persian, Sanskrit, Hindustan, Lithuanian, Armenian, Japanese, Chinese, Russian, Spanish, Portuguese, Turkish and English. A mere perusal of this list shows how wide are the opportunities which we offer to the people. Not only are the books in so many varied languages, but they are the product of all ages, and through them one may have the benefit of the best thought of all time. Two testimonies to this fact, several hundred years apart, are worth quoting. The first, the ode written by Abraham Cowley on presenting a volume of his

works to the University Library at Oxford, England; the second, an extract from a recent magazine article by Henry D. Sedgwick.

Cowley wrote:

"Hail Learning's Pantheon! Hail the sacred Ark
Where all the World of Science do's imbarque!
Which ever shall withstand, and hast so long withstood,
Insatiate Time's devouring Flood.
Hail Tree of Knowledge, thy leaves Fruit! which well
Dost in the midst of Paradise arise,
Oxford, the Muses' Paradise,
From which may never Sword the blest expell.
Hail Bank of all past Ages! where they lye
T' inrich with interest Posterity!
Hail Wit's Illustrious Galaxy!
Where thousand Lights into one brightness spread;
Hail living University of the Dead!"

Sedgwick's words are:

"The benefits of literature can hardly be overestimated. Books enlarge a man's horizon. They raise a mirage of water-brooks and date-palms to travelers in a desert. They are 'the sick man's health, the prisoner's release.' Shut within a narrow routine of dull necessity, sad at heart in a world where wrong triumphs, where beauty has no assurance of respect, where humanity toils terribly merely for its daily bread or the satisfaction of trivial appetites, the earthly pilgrim needs do no more than pick up a book, and lo! he steps forth into another world. Here he is free from sorrow and care, free from the burden of his body, from envy, jealousy, contempt, self-satisfaction, from vain regrets, from wishes that can never wear the livery of hope, from narrowness of soul and hardness of heart. He may mingle in the society of the good and great; he may listen to the wise man, and the prophet; he may see all the conditions of human happiness and misery; he may watch the human spirit, in its strife with circumstance, nobly conquer or basely succumb; he may go down through the 'gate of a hundred sorrows', or accompany Dante

and Beatrice through the spheres of Paradise." (Atlantic Monthly, February, 1915, pp. 219-220.)

Although the companionship of books may be of such value, this result can only be obtained from association with good books. "The right choice of books is one of the important functions of a library," as was well stated in the Forty-second Annual Report of the Chicago Public Library.

"Three chief purposes must enter into the making of book lists—education, information and recreation. Each represents a legitimate field, but a question of judgment enters into the proportion allotted within the limits of the book fund: Books of facts and experience, for the information they possess; books of inspiration, for the stimulus they give and the power they generate. As to the latter sort of books, what George Ticknor suggested to Edward Everett applies as forcefully today as when he wrote his letter sixty-three years ago, before a free public library had been established in the United States.

" 'I would establish a library which differs from all free libraries yet attempted,' he wrote. 'I mean one in which any popular books, tending to moral and intellectual improvement, shall be furnished in such numbers of copies that many persons can be reading the same book at the same time; in short, that not only the best books of all sorts, but the pleasant literature of the day, shall be made accessible to the whole people when they most care for it—that is, when it is new and fresh.' "

This selection of books, especially of those to be placed in the hands of the young, was emphasized as important by Disraeli in his "Literary Characters" as follows:

"The first serious caution and conscientious watchfulness to be exercised by parents and friends in the selection of books for the young, and for those who have not been accustomed to reading, (on the minds of both which classes, vivid and permanent, and therefore most important impressions will necessarily be produced by the authors recommended), are forcibly suggested by the illustrations which follow. The practical teachings of these examples make it proper that they should have the place of emphasis and chief effect. * * *

"The first studies form an epoch in the history of genius, and unquestionably have sensibly influenced its productions. Often have the first impressions stamped a character on the mind adapted to receive one, as often the first step into life has determined its walk."

Dr. Isaac Watts, the hymn writer, recognized the need of this selection for youth, and writing "On the Mind" said:

"The world is full of books, but there are multitudes which are so ill-written that they were never worth any man's reading, and there are thousands more which may be good in their kind but are worth nothing when the month or year or occasion is past for which they were written. Others may be valuable in themselves for some special purpose, or in some peculiar science, but are not fit to be perused by any but those who are engaged in that particular science or business. * * * It is of vast advantage or improvement of knowledge and saving time for a young man to have the most proper books for his reading recommended by a judicious friend."

One of our great endeavors is to select such books as shall be placed in the hands of children that shall not only give them information but also inspiration. We have striven to place in the hands of young people books which speak "straight to the heart or to the head, firing the enthusiasm or stimulating thought." (Mrs. Edna Lyman Scott, Bulletin of A. L. A., July, 1915, p. 180.)

A very large number of books were discarded as worn out during the year. It is often forgotten how large a portion of the work of the Order and Accession Department is devoted to the replacement of books which are no longer in suitable condition to be circulated. At the beginning of the year the Maryland Historical Society determined to clear its shelves of the Public Documents which it had received for many years from the U. S. Government, or had inherited from the collection of the Baltimore Library Company. Through the courtesy of the Society's Library Committee, we were enabled to add to our collection some eight hundred volumes of them, of early date and of con-

siderable value. We then sent to the Commissioner of Public Documents in Washington a list of those documents which we did not own, and received several hundred volumes from that source, so that in all we have now a very complete collection. These were all accessioned and arranged according to the serial number, on shelves placed in the third floor of 404 Cathedral street, which has been made the Public Document Department of the Library.

Owing to the uncertain conditions attending direct importation of books from Germany, on May 8 we canceled all unfilled orders for books in Leipzig, and reordered these books from a New York importer. We have received books from England as usual, although with some occasional delay.

The collection of books for the blind which we were able to buy, on account of the gift of \$500 referred to in the last Annual Report, was quickly entered upon our accession records, through the kind assistance of Miss Grace Lee, who transliterated the title pages for us.

The purchase of over 3,000 books for the Open-Shelf Library was a very important part of the work of this Department. The larger part of the books needed for this collection was bought by the head of the Order Department, either in visits at the Baltimore second-hand book stores or at a local auction, or from second-hand dealers in Philadelphia and Brooklyn. These books were for the most part chosen from those listed in the A. L. A. Catalogue and Supplement. An important addition to the books included in the A. L. A. Index was obtained during the year, partly from antiquarian dealers in the United States and partly from England.

During the latter months of the year American orders were held up owing to a lack of available funds for the purchase of books.

The assistance given by the Open-Shelf Department with the copying for lists of books to be ordered has been a great help in gradually getting up to date the order lists which accumulated during the early fall.

The British Vice-Consul at Baltimore, Mr. Ernest A. Boyd, just before the close of the year addressed us the following letter, which is a delightful testimony to the help which the Library has rendered one of its readers:

"Having completed my History of the Literary Revival in Ireland, I feel I must congratulate you, as I have been congratulating myself, upon the facilities for my work offered by The Enoch Pratt Library. When I left Dublin I did not anticipate finding any but the more popular Irish books in Baltimore, but, to my pleasant surprise, I discovered that you had brought together one of the most remarkable libraries of modern Anglo-Irish literature I have seen outside of my own country. In that held the British Museum Library is not more complete, while the Congressional Library is not nearly so rich.

"The Pratt Library certainly contains everything necessary to a most comprehensive study of the subject. Your catalogue is in itself an invaluable bibliography of the movement whose history I have written, and has been of the utmost assistance to me. I feel, therefore, that I have been very fortunate in enjoying the special advantage of having access to such a library of Irish Literature, in addition to the many privileges placed at my disposal as a general reader."

CATALOGUE DEPARTMENT.

Two great achievements of the Cataloguing Department during the year were the completion of the reclassification of all the books in the Branches, so that the same number represents the same book in every Library in our system. The latter part of this work was difficult, because fewer Library of Congress cards could be obtained than we had been able to secure in the classifications first taken up. It is a great advantage to have this work done. For a time the work of cataloguing books for the Central Library, except the more popular recent books, was largely suspended in this reclassification. In this Branch work we realized the great value of the

Library of Congress cards and the deprivation of not being able to get them for certain books. During the summer, in spite of the lassitude produced by the warm weather and the reduction in the number of clerks available on account of furloughs, the three thousand books for the Open-Shelf Department were catalogued and prepared for the public. A large number of books for the blind were catalogued. In addition to these pieces of work and the cataloguing of a part of our current accessions (which work necessarily fell somewhat into arrears), we were able during the year to complete some important recataloguing—as, for example, the Circular of Information of the Bureau of Education, seventeen volumes, requiring 1,066 cards; Pinkerton's Voyages, seventeen volumes, requiring 1,222 cards; Windsor's American History, eight volumes, 949 cards. These facts are cited to show how important analytical cards are in the cataloguing of sets of books and how much time and labor may have to be expended upon a comparatively small number of volumes to make them fully accessible to the public. Without the work of the Library of Congress, it would be impossible for us properly to catalogue sets such as these. Cassell's National Library is another set recatalogued during the year. We have put through the books upon the great war as expeditiously as possible.

The Rev. Paul Fox was very helpful in enabling us to prepare for the proper cataloguing of our collection of Polish books, upon which he was good enough to compliment us, as being a remarkably complete and well-selected lot of books. Owing to the press of other work, we have been forced to decline to catalogue as many books for the Library of Congress as they have desired, but we have furnished copy for the new volumes of Everyman's Library as usual.

A visit of the Head Cataloguer to the libraries of Cincinnati and Detroit gave her the opportunity of comparing our methods and results with theirs. Several Traveling Libraries were catalogued for the Maryland Public Library Commission,

and considerable time was given by one of our cataloguers to work upon a bibliography of American Travel being prepared for the American Historical Association by the Librarian and Mr. L. H. Dielman of the Peabody Institute.

On November 7 Miss Mary J. Stoner died. She entered the service of the Library in 1888 and had been shelf list clerk for many years, giving loyal service. "Her example to her co-workers was one worthy of following—her kindly disposition was ever at the service of others—she lived what she professed, and, best of all, possessed, practical Christianity."

The Head Cataloguer writes: "There are certain dates in the lives of all individuals which count for more than others—such is that of November, 1915, to me in connection with the Branch cataloguing work of reclassification. That date recorded the last changed number. Reviewing this task from its very beginning to its finish—a period of seven years—I still wonder how it is even now accomplished. The conditions were anything but auspicious at times, but by patient and persistent effort we finally reached the goal. The total number of books to be changed was 69,452. We robbed Peter to pay Paul on all occasions, the Central catalogue department being always the loser, of course. No other department of the Library has to contend with the shifting of its staff as does this one, and it must ultimately bring about but one result—which it has—an accumulation of arrears.

"As the Branch work lessened it was possible to transfer cataloguers to aid in the Central catalogue department. By this arrangement we were able to resume in some measure the cataloguing of Poetry and Drama. Several editions of Marlowe, Jonson, Dryden, Shakespeare and others of equal importance were recatalogued. This revision of old accessions reveals more and more the incomplete cataloguing done in the early days of the Library's history. With the proposed technology room in mind, we have revised several subjects pertaining thereto. We aim to recatalogue a given subject from time to time; for instance, all entries representing Belgium

have been recatalogued. Only by systematic revision can we benefit the catalogues and the public.

"Public documents have had a goodly share of our efforts. Several sets of continuations had to be fully recatalogued because of the added volumes received. The preliminary schedule in the Document Index for them helped considerably.

"A large invoice of music scores was catalogued in December, thus adding to our collection some of the works of such composers as Brahms, Mozart, Händel, Haydn and many others of equal reputation.

"The year's record of cards added to the official and public catalogues is 47,867, the number revised is 26,697—a total of 74,564. The number of new books catalogued totals 5,478; recatalogued, 2,633; discarded, 1,210; numbers changed, 441. The Branch department record is as follows: New books catalogued, 5,850; recatalogued, 10,195; discarded, 1,346. This record is very gratifying when we recall the many changes during the year and various absences, including furloughs."

PUBLICITY.

The usual bulletin of accessions for 1914 was published in February, and the Annual Report of the Librarian appeared about the same time. Among the pleasant letters received in acknowledgment of the report was one from a librarian, who wrote: "I find your report for 1914 so interesting that I wish to give it to several members of my staff for study work to report on at staff meetings. Is it possible for me to obtain seven extra copies?"

Short lists of books were sent to the newspapers at semi-monthly intervals throughout the winter and spring, and a monthly list of pamphlets received was also sent them. Four occasional bulletins were published by arrangement with business houses, who paid for the printing in return for the privilege of inserting an advertisement in the bulletin. These bulletins were upon Flowers and Gardening, American Travel, South America,

Etching and Engraving. In the preparation of the last list we had co-operation with the Library of Peabody Institute. The bulletin upon flowers and gardening was illustrated and was widely circulated, a request for it coming even from the State of Washington. Through the use of the mimeograph, lists of titles of children's books were sent to schools. A letter was addressed to each Protestant clergyman in the City, calling attention to our collection of books upon Missions, at the time of the holding of the Convention of the Layman's Missionary Movement in Baltimore. A letter was sent to each school and literary organization calling attention to the Open-Shelf Department. The newspapers of the City have shown their friendliness, and at the time of the opening of the Open-Shelf Department they manifested an especial interest.

During a large part of the year we exhibited books upon special study in the showcases placed in the windows of the first floor at 404 Cathedral street. Some of the subjects which have been placed there have been as follows: Edgar Allan Poe, Shakespeare, Birds, Vacation Sports, Gardens, Travel in America, Drama, Automobiles.

REGISTRATION.

There are now 44,929 borrowers' cards in force; 254,841 borrowers' cards and 65,976 students' cards have been issued from the beginning. Registration is given for a period of three years, so that all the borrowers' cards in force have been issued within a triennial period. During the year 3,355 students' cards were issued. Two hundred and forty-one institutions are entitled to the use of the Library. The registrations for the year amounted to 10,599, of which number cards were obtained at the Central Library for 2,496; Branch No. 1, 528; Branch No. 2, 929; Branch No. 3, 628; Branch No. 4, 542; Branch No. 5, 918; Branch No. 6, 575; Branch No. 7, 293; Branch No. 8, 250; Branch No. 9, 168; Station No. 10, 404; Station No. 11, 529; Branch No. 12, 377; Branch No. 13, 849; Branch No. 14, 214; Branch No. 15, 238; Branch No. 16, 217; Branch No. 17, 444.

Fifty-two cards were issued temporarily on a deposit of a sum of money.

During the year the following new points of distribution were added to our list: Boundary Avenue Methodist Sunday School, a department of the Gas and Electric Power Company, Playground at the Recreation Pier, Brager's Department Store, Mount St. Joseph's College, Western Union Telegraph, Boston and Hudson Streets Branch, and Oak and Twenty-fifth Streets Branch of the American Can Company.

Of the institutions granted the privilege of drawing books, 55 have drawn books during the year. These institutions have drawn the following number of books in 1915: Public Schools—Colored Training School, 202; Eastern High School, 2,411; Parental School, 94; Teachers' Training School, 58; Western High School, 25; School One, 673; School Twenty, 272; School Twenty-one, 20; School Twenty-seven, 93; School Forty-two, 1,592; School Forty-eight, 184; School Eighty-five, 317; School One hundred, 82; School One hundred and nine, 460; School One hundred and eighteen, 100; Arundel School, 173; Bryn Mawr School, 102; Convent of Visitation, 83; Friends School, 59; Girls' Latin School, 18; Goucher College, 11; Mount St. Joseph's College, 189; Maryland Industrial School, 272; Boundary Avenue M. E. Sunday School, 85; Brown Memorial Presbyterian Mission Study Class, 11; Franklin Street Presbyterian Sunday School, 97; St. Ann's Roman Catholic Sunday School, 457; St. Gregory's Roman Catholic Sunday School, 377; St. Paul's Reformed Sunday School, 925; St. Philip's and St. James' Roman Catholic Sunday School, 841; Second Church Evangelical Association Sunday School, 905; Strawbridge Methodist Episcopal Sunday School, 406; Carroll Park Playground, 170; City Spring Playground, 447; Recreation Pier Playground, 1,276; Baltimore Club, 540; Handicraft Club, 7; University Club, 598; Postoffice Station N, 1,108; Police Headquarters, 625; The News, 7; The Sun, 14; American Can Co., 99; Boy Scouts, 39; Brager's Department Store, 745; Gas and Electric Co., 30; Gilpin, Langdon Co., 961; Hochschild, Kohn & Co., 2,168; The Hub, 1,772; Lawrence House, 2; Sheppard and Enoch Pratt

Hospital, 3; J. G. Valiant Co., 4; Western Union Telegraph Co., 427; Woman's Civic League, 1; Walbrook and Calverton Y. W. C. A., 97.

The classification of the institutions drawing books during the year is as follows: Public Schools, 15; Private Schools, 7; Reformatory Institutions, 1; Sunday Schools and other Church organizations, 9; Playgrounds, 3; Clubs, 3; Postoffice, 1; Police Station, 1; Newspapers, 2; Mercantile and Manufacturing Houses, 8; miscellaneous, 5.

Last year we called attention to the fact of the increase in the number of persons entitled to use Library cards. This increase has continued over the past year, so that at present there are 44,929 such persons, as against 42,897 last year. Another interesting and pleasant feature of the registration has been the increase in the number of mercantile and manufacturing establishments which draw books for the use of their employees.

CENTRAL LIBRARY BUILDING.

During the year considerable repairs were made to the heating apparatus, and a new form of radiator was used in place of several worn-out ones, as a result of which we hope that repairs made in the future will be somewhat less expensive. The other important changes made during the year were the use of the ground floor of 404 Cathedral street, and the Open-Shelf Department, and of the third floor for the Public Document section of the Reference Department. In the Ordinance of Estimates for 1915 a sum of four thousand dollars (\$4,000) was included for reconstruction at the Central Library. As insufficient funds were appropriated for the opening of more than one of the new departments asked for, the most of this appropriation was drawn and held for use in 1916. In the Ordinance of Estimates for next year an increased appropriation for the new departments is included, so that we expect to make alterations in 400 Cathedral street, owned by the Library for some years, and fit it as a temporary home for the Children's and Scientific departments. The transfer of the books will be a great relief to the book shelves.

We must remember, however, that neither 400 nor 404 Cathedral street is a fireproof building, and that utilization of them is only a temporary measure, until such time as we have a new Central Library Building constructed upon Cathedral street, doubling the available space contained in the building. We must look forward to this addition with earnest expectation and a confident hope that the City will soon realize the great need of supplying facilities for the people which shall be as adequate as those supplied over thirty years ago by the generosity of Mr. Pratt. It is well to call to mind the preparations which other cities have recently made or are now making to construct Central Library Buildings. Only a few years ago the City of Newark expended \$315,000 for a Library. The Chicago Public Library, completed in 1897, cost \$2,200,000, and we are told that "the building could not be duplicated for fifty per cent. more at this time." The City of Cleveland has just voted to bond itself to the amount of \$2,000,000 to erect a new Central Library. The new Library at St. Louis cost, with fittings, \$1,676,805.65, and when the price of the site is added the total amount is \$1,925,350.25. The City of Detroit has just expended \$414,000 on the purchase of a site, in size 529 by 576 feet, upon which it proposes to erect a building not less than 2,200 feet square, at a cost of \$1,350,000.

REFERENCE DEPARTMENT.

Many persons come to the Library to search for information. School children and students in institutions of higher education receive help, but persons of maturer years are also greatly benefited. Professional men and business men and women on various quests may be seen from time to time in the Reading Room, and all are given willing service rendered as efficiently as is in the power of the staff. During the month of March groups of young ladies from the Teachers' Training School visited this department in order to familiarize themselves with the books and their classification. The great war aroused considerable interest, and not only have persons used current periodicals for

news of the struggle, but debating material has been sought, especially by young men. Such material has also been sought upon topics of current national politics.

The rearrangement of the Public Documents and placing them, together with the very important additions to the collection, in a separate section of our building has been elsewhere referred to. At present the collection, although rather inaccessible, is arranged so that anything contained therein can be easily found and consulted by the investigator, if necessary, in the Public Document Rooms.

In the early part of February two young men from the Baltimore City College were employed to assist in the reference work during the afternoons and evenings. This assistance has been of great value in carrying magazines, putting them back upon the shelves and enabling the reference clerk on duty at night to leave the desk. This assistance was especially valuable during the rearrangement of the books in the department, which followed the removal of the volumes of Public Documents. The position of all the magazines was shifted, so as to give space for the additional volumes likely to be added in the course of the next few years. We arranged the sets no longer published, consecutively, according to alphabetical order of the titles, and in that way are able to make a slightly more compact arrangement. We have nearly two hundred sets of such magazines indexed in Poole's Index. We placed in the lower reference room an improved arrangement of lights in the early part of the year.

The college students during the spring term, especially those at Goucher, and the attendants on the summer course of the Johns Hopkins University, have made good use of the Library. One of the windows at 404 Cathedral street has been under the care of this department, and every two weeks a new collection of books upon some timely subject has been placed there. Foreign magazines have been received with fair promptness, considering the disturbed conditions of mail transportation. There have been placed upon the Bulletin Board lists of books and magazine articles in reference to topics of popular interest, and lists of

books which are suitable for reading in connection with various holidays. The answering of questions over the telephone takes up a great part of the time of the clerks. Much assistance is extended thus, in the way either of answering questions directly or of looking up subjects, so as to have the books ready for an inquirer at the time of arrival in the Reading Room. The collation of the magazines which are to be bound has been kept up with commendable promptness, so that volumes are usually bound and placed upon the shelves within a few weeks after their completion.

The purpose of this department is far more than merely the placing of current magazines in the hands of its patrons. We agree thoroughly in the sentiments expressed in the report of the Connecticut Public Library Committee for the years 1913 and 1914, as follows:

"The knowledge of where to find things in books is a necessity of education in its comprehensive sense. We must live in the past—in its thoughts and in its achievements—if we are to live in the present and do anything for the future. We cannot do anything vital unless we understand the age, and we cannot understand the age unless we grasp the forces which make it what it is.

"Such real grasp of subjects can be obtained after school is finished only in the library. Newspapers and reviews will help those who have not libraries, but even the best newspapers cannot take the place of books. The habit of serious reading and the desire for culture has been destroyed in thousands of men and women by the quick literary meals supplied by innumerable periodicals. There is no growth in an age of extracts."

The annual entrance examinations for Yale University were held here during June, as in several previous years.

The pamphlet collection has increased and a new filing case has been added for the convenience of arranging it. The list of periodicals for 1916, both for the Central Library and the Branches, has been revised with care.

The Reading Room of the Central Library was open every secular day of the year from 9 A. M. to 10 P. M., except during

June, July, August and September, when it was closed at 9 P. M. On Sundays and holidays, except during the period from June 1 to October 1, and on Christmas, the Reading Room has been open from 2 to 7 P. M. The use on holidays and Sundays has been sufficient to warrant continuing such opening, except during the warm weather. There are 462 current periodicals on file. The largest circulation occurred on January 30, when 636 periodicals were used, and the smallest on September 13, when 130 periodicals were used. The Sunday and holiday circulation varied from 38 on November 25 to 142 on March 7. Ninety-seven thousand two hundred and eighty-seven magazines were used in the Reading Room during the year, as against 97,199 in the previous year. The Reading Room was open 305 secular days, 35 Sundays and 5 holidays, or 345 days in all.

BINDERY.

The Bindery Department has the following record: Books mended, 91,300; books sewed, 7,295; books bound in Library, 654; books bound by outside binders, 1,301; books rebound by outside binders, 6,998. Of the number of books mended, 15,061 were mended at the Central Library; at Branch No. 1, 8,146; Branch No. 2, 3,822; Branch No. 3, 7,955; Branch No. 4, 5,044; Branch No. 5, 7,735; Branch No. 6, 3,917; Branch No. 7, 3,933; Branch No. 8, 1,768; Branch No. 9, 3,179; Station No. 10, 2,880; Station No. 11, 3,536; Branch No. 12, 2,445; Branch No. 13, 6,854; Branch No. 14, 3,453; Branch No. 15, 3,067; Branch No. 16, 1,984; Branch No. 17, 6,521.

Of the total number of books sewed, 2,177 were sewed at the Central Library and at the Branches as follows: Branch No. 1, 349; Branch No. 2, 272; Branch No. 3, 381; Branch No. 4, 386; Branch No. 5, 212; Branch No. 6, 385; Branch No. 7, 268; Branch No. 8, 160; Branch No. 9, 171; Station No. 10, 172; Station No. 11, 265; Branch No. 12, 191; Branch No. 13, 279; Branch No. 14, 240; Branch No. 15, 228; Branch No. 16, 247; Branch No. 17, 912.

The increase in the work done by this department, both in amount and in efficiency, continues noteworthy. Through the training given all our apprentices in the rudiments of bookbinding, a great deal of necessary repair work to the books at the Branch Libraries is performed there.

CIRCULATION—GENERAL.

Isaac Watts said in a work on the "Improvement of the Mind" which had great influence for many years:

"Reading is that means or method of knowledge whereby we acquaint ourselves with what other men have published to the world in their writings.

"These arts of reading and writing are of infinite advantage, for by them we are made partakers of the sentiments, observations, reasonings and improvements of all the learned world in the most remote nations and in former ages, almost from the beginning of mankind. * * * The advantages (of reading) are such as these: 1. By reading we acquaint ourselves in a very extensive manner with the affairs, actions and thoughts of the living and the dead in the most remote nations and in the most distant ages, and that with as much ease as though they lived in our own age and nation. By reading we may learn something from all parts of mankind. * * *

2. By reading we learn not only the actions and the sentiments of distant nations and ages, but we transfer to ourselves the knowledge and improvements of the most learned men, the wisest and the best of mankind, when or wheresoever they lived. For though many books have been written by weak and injudicious persons, yet the most of these books which have obtained great reputation in the world are the products of great and wise men in their several ages and nations. * * *

3. When we read good authors we learn the best sentiments even of those wise and learned men. For they studied hard and committed to writing their maturest thoughts and the result of their long study and experience. * * *

4. It is

another advantage of reading that we may review what we read, we may consult the page again and again and meditate on it at successive seasons in our serenest and retired hours, having the book always at hand."

A century later Prof. Alonzo Potter in a work entitled "Advantages of Science," which was also influential at the time of publication, restated the reasons for reading, as follows:

"Why should we read? Partly to procure immediate gratification, but principally—first, to acquire knowledge, both for its own sake and for its uses; secondly, to improve the intellectual powers; thirdly, to refine taste, and fourthly, to strengthen the moral and religious sentiments.

"If one great end of reading be to enlarge our knowledge, then we should, for the most part, read no books which do not furnish useful information. I say for the most part, because we sometimes read rather to improve taste, quicken and cultivate imagination or discipline reason rather than to gain knowledge. Hence another rule by which we may try a book is the effect it has upon the understanding. Does it require thought and excite to reflection? Does it deal in sound reasoning only, avoiding all specious fallacies and making no appeals to mere prejudice or passion? Does it cultivate in our minds a disinterested love of truth? * * * If, on the other hand, it be a work of imagination or taste, it should be tried by its influence on the sensitive part of our nature. If it present us with images of beauty and simplicity, enable us to view the works of nature and art with a keener and more discriminating relish, inspire us with a love for the perfect, and, above all, if it strengthen and animate our noble sentiments of virtue, it merits frequent and careful perusal. But if otherwise, etc., I need not add that it is a book to be reprobated and avoided. * * * What should we read? Only good books, which Milton describes as 'the precious life-blood of master-spirits, embalmed and treasured up on purpose to a life beyond life.' To know whether a book be good

consider, first, whether it adds to our sum of knowledge; secondly, whether it induces thought and exercises reason; thirdly, whether it improves taste, and fourthly, whether it strengthens conscience.

"As our moral judgments are insensibly but powerfully affected by companions, so are they by books—companions, against whom we are apt to be least on our guard, whose instructions we are disposed to receive with a too implicit faith, and whose society we enjoy at those seasons of relaxation when the heart is most open to influence. It is nearly an axiom that people will not be better than the books they read."

Thomas Carlyle is the author of a sentence frequently quoted with reference to libraries. He appreciated that the true university was not merely a collection of books, but rather one of good books; and so, in his *University Studies* he wrote: "Learn to be discriminate in your reading, to read faithfully and with your best attention all kinds of things which you have a real interest in, a real not an imaginary interest, and which you find to be really fit for what you are engaged in."

At another time, writing to a student who had asked his advice he urged him thus:

"You are to discriminate carefully between true desire and false. The medical men tell us that we should eat what we truly have an appetite for, but what we only falsely have an appetite for we should resolutely avoid. It is very true, and flimsy desultory readers who fly from foolish book to foolish book and get good of none and mischief of all—are not those as foolish, unhealthy eaters, who mistake their superficial false desire after spiceries and confectioneries for their real appetite, of which even they are not destitute, though it lies far deeper, far quieter, after solid nutritive food?"

Another similar testimony to the value of libraries and reading was given by the scholar Edward Everett:

"We provide our children with the elements of learning and science, and put it in their power by independent study and re-

search to make further acquisitions of useful knowledge from books, but where are they to find the books in which it is contained? Here the noble principle of equality sadly fails. The sons of the wealthy alone have access to well-stored libraries, while those whose means do not allow them to purchase books are too often debarred from them at the moment when they would be most useful. We give them an elementary education, impart to them a taste and inspire them with an earnest desire for further attainment—which unite in making books a necessary of intellectual life—and then make no provision for supplying them. I would not overrate the importance of book-learning. It is of little value without original inquiry and original thought. But good books are the record of the original inquiry and thought of able men, which surely do not lose their value by being put upon paper for the benefit of others. Everyone regards an opportunity of personal intercourse with men eminent for talent and learning as a great privilege and source of improvement—to study their works is most effectually to cultivate this intercourse. It is generally impossible, from the nature of the case, to have personal intercourse with any persons of eminence, except a very few of our own countrymen and contemporaries. By books we get access to the great men of every country and every age.”

It is the duty of the library not only to provide books, but also to advise its borrowers what books to read. All persons do not need the same books. “The same book may be the best under certain circumstances, and the poorest under others. It should be studied, so as to learn what it is good for and how and when it should be used. The best book is the one which will do the most good at the time it is read.” (Pennsylvania Library Notes, April, 1915, p. 136.)

It is the library's privilege not only to give books to those who know what they desire, but to lead those who have not had educational advantages to contact with good books. It is the library's privilege that it speaks “to him who has not been fortunate in his ancestors nor his training, to him ‘who knows not that he knows not.’ What shall we assure him he may hope for from a

knowledge and a love of books? First and primarily it recreates his mind—it gives him something to work upon, something to take him out of himself; it enables him to see his little round, his trials, his discouragements are not unique; he sees his kinship with the whole round world. He may be limited in surroundings so that he has few friends, but through his readings he may associate with the best the world affords. One who reads widely will soon find himself sympathizing widely. Will he not find traits of character which will live in his memory, which will create in him a desire to emulate? May he not find himself living on a little higher plane, striving not to be less noble than his book companions? Does he find his ideals being dulled by ‘the slings and arrows’ of misfortune? Let him turn to the pages of a heroic struggle, be it truth or fiction, the encouragement comes to push on.” (Gladstone, Eleanor J., “Cultural Reading and Ways of Arousing Interest in the Library.” Minnesota Public Library Commission. Library Notes and News, June 1915, p. 178.)

Many of those who come to libraries have not much time for reading, but, through the use of fragments of time, it is remarkable how much information can be gained. The Rev. Dr. Edward Y. Mullins recently wrote:

“A half hour a day devoted conscientiously to good reading will in a very short time give you a cultivated mind. Use the odds and ends of time for reading. Many people are poor because they have never learned the value of pennies, nickels and dimes. Many minds are empty because they do not value the small change of time, the scraps of opportunity.

“A little book by a master is a window through the sky to the great universe beyond. Anybody can enjoy flowers, but a good botany will increase his capacity several hundred per cent.” (North Carolina Library Bulletin, September, 1914, p. 77.)

The circulation of books in this Library has increased considerably during the past year, and the work of the books has been, in many cases, that which cannot be shown by statistics. Always more works of fiction are read than those in other classes. This is true for the reason that many people read for

recreation, and also, as Dr. Herbert Putnam recently stated, because:

"The current novels are the small change of literature, and, therefore, being issued, read and returned more rapidly, count more in the total than the so-called 'serious,' which is also the more deliberate literature." (Library Journal, July, 1915, p. 473.)

The usefulness of books to our borrowers, however, is by no means limited to the number of times they are read. One reading of a book of a scientific character during the year may be of inestimable value to the community.

CIRCULATION—CENTRAL LIBRARY.

The books on selected subjects, placed on the uppermost shelf in the Delivery Room showcase, show the following results: In January we circulated 480 books in Biography, as against 378 in 1914; in February we circulated 571 books in Poetry and the Drama, as against 388 in 1914; in March we circulated 817 books in Essays, Miscellaneous Works, etc., as against 539 in 1914; in April we circulated 207 books in Voyages and Travels, as against 69 in 1914; in May we circulated 343 books in Natural Science, as against 211 in 1914; in June we circulated 408 books in Religion, as against 284 in 1914; in July we circulated 239 in History—Asiatic, African, etc.—as against 72 in 1914; in August we circulated 293 books in Natural History, as against 142 in 1914; in September we circulated 125 books in Law, as against 49 in 1914; in October we circulated 371 books in Applied Science and Useful Arts, as against 338 in 1914; in November we circulated 438 books in Philosophy, as against 192 in 1914; in December we circulated 449 books in Fine Arts, as against 395 in 1914.

During the year the home circulation from the Central Library amounted to 181,004 volumes, of which number 121,266, or 67 per cent., were works of fiction. In addition, books circulated through the Outside Delivery are sent from

the Central Library. The Library was open from 9 A. M. to 8.30 P. M. for the circulation of books, 305 days. At the Central Library, January 9 was the day of largest circulation, when 1,441 volumes were given out. The smallest circulation occurred on September 13, when 272 volumes were used. The average daily circulation was 988. These figures do not include reference use on Sundays.

The average circulation of each book in the Central Library was 1.54. Considerable use is made of the privilege of renewal, which is granted for books not English fiction that have been in the Library for more than a year and are not especially withdrawn from renewal.

During the year 794 notices reserving books have been sent out. This reservation is made for a period of twenty-four hours, of all books except fiction, upon the borrower depositing two cents with the Library. A notice is then sent him, when the book is returned to the Library, and the book is kept subject to his order for twenty-four hours.

The head of this department writes: "Our large and varied collection of books, together with our efforts to help our patrons in giving them a card catalogue, printed lists of suggestive reading, prompt service, etc., should incite a greater interest than is now manifested. People certainly do not appreciate the great opportunity afforded by the Library. If we had unlimited funds to spend on popular fiction, we might be able to please and hold certain readers.

"The 'European War of 1914' added considerably to the circulation, but the fervor is now abating. People complain of too many books on the subject and too many conflicting theories. The American people constantly want a new topic. With this fact in view we change the books in the show windows weekly, and the books on the top shelf in the case monthly, whilst the new books are put out as they are catalogued.

"With books placed in every conceivable place in the building and on the bridge connecting it with 404 Cathedral street, it is simply impossible to let the people have the books they wish as

promptly as they would like. It always takes a new clerk or an apprentice several days to learn the location of the books.

"The Circulating Department kept quite a good record during the summer months. In connection with the card catalogue, so many queer things are called to our attention. Only about one-half of the people know the alphabet. Most of the persons looking for psychology spell it 'sy' or 'phy.' A few weeks ago a woman informed me that we had nothing after "wh—." When I went to the cards with her and showed her the great number following, she retorted that she thought we filed the cards from the back to the front of the drawer. Both Delivery and Registration clerks are kept busy teaching the use of the cards.

"Some of our patrons have an idea that if they could only get in to the shelves they should be able to satisfy themselves. On several occasions we have taken these people through the building and have convinced them of the impracticability of such a course. It has never failed to make the person more tolerant when compelled to face delay or mistakes on the part of the clerks. One man told me that he wished to apologize for all the swearing he had ever done during the years he had been coming here.

"The janitors are slowly dusting the books and shelves. There is so much crowding of books that it is difficult to keep them in order on the shelves. At several places it has been found necessary to put them in the window sills. We are patiently awaiting the time when the transfers will be made to the new departments to be opened next year."

For thirty years books have been distributed to the people of Baltimore over the delivery counter at the Central Library. We have endeavored to give them information; we have also endeavored to give them books that shall elevate their lives. The effect of this must be great, for Dr. Bostwick's words are true that "Greatest of all is the literature that is appropriate to all times and all places—deals with the great facts and emotions of human life in such a way that it is universally true. This is the great literature of inspiration."

“‘Let me write the songs of a nation,’ says a writer, ‘and I care not who makes the laws.’ We may expand this to say: The influence of the literature of inspiration on a people is more far-reaching than that of any kind of direct legislation or training.” (Earmarks of Literature, pp. 106, 116.)

OPEN-SHELF DEPARTMENT.

The home circulation amounted to 2,228, of which number 1,350, or 61 per cent., were works of fiction. The average circulation of each book was .72. The highest circulation, 43, occurred on October 16, and the lowest, 6, occurred on December 29. The average circulation was 24 volumes. The number of visitors to the room was 2,937.

The opportunity to offer to the people direct contact with the books, to permit them to take down from the shelves works of the best literature, was given us in the Ordinance of Estimates of 1915. After consideration, we determined to devote the front rooms on the first floor of 404 Cathedral street to that purpose. With some reconstruction and with placing shelves along the wall and installing satisfactory indirect electric lighting, we found we had accommodation for four or five thousand volumes and for four reading room tables, with a capacity of about twenty people at any one time. We determined to place there a collection of the best standard literature, and, therefore, found that we had for the most part limited ourselves from the fields of children's books and scientific works. We also determined that we would, as a general rule, not buy books within the first year of publication, as it is extremely difficult to determine immediately the permanent value of a book. Although this is a small department, we feel that the words spoken by Senator Henry Cabot Lodge at the opening of a great library on a recent occasion are not inappropriate here:

“A student's library, to which not only students old and young will come, but to which the historian and the man of science, the scholar, the teacher and the professor, the poet, the novelist and

the philosopher will repair. A splendid service this to render to mankind. But there is still something more, an attribute of the library which is as wide as humanity, for books are the records of all that we know of human deeds and thoughts, of the failures, the successes, the hopes, the aspirations of mankind. 'Books,' said Dr. Johnson, 'help us to enjoy life or teach us to endure it.' Here, as to all great collections of books, as to all books anywhere which have meaning and quality, come those who never write, who have no songs to sing, no theories with which they hope to move or to enlighten the world, men and women who love knowledge and literature for their own sakes and are content. Here those who toil, those who are weary and heavy laden, come for rest. Here among the books we can pass out of this workaday world, never more tormented, more in anguish than now, and find, for a brief hour at least, happiness, perchance consolation, certainly another world and a blessed forgetfulness of the din and the sorrows which surround us. Here, for the asking, the greatest geniuses will speak to us, and we can rise into a pure atmosphere and become close neighbors to the stars." (Harvard Graduates' Magazine, September, 1915, p. 37.)

Our purpose is to provide in this room the works of the important authors in various classes of literature, using as a basis for our selection the Catalogue of the American Library Association's Model Library and its Supplement. We wish that this room should have the effect of which Dr. Channing spoke in his "Address to Young Men":

"In the best books great men talk to us, give us their most precious thoughts and pour their souls into ours. God be thanked for books! They are the voices of the distant and the dead, and make us heirs of the spiritual life of past ages. Books are the true levelers. They give to all who will faithfully use them the society, the spiritual presence of the best and greatest of our race. No matter how poor I am—no matter though the prosperous of my own time will not enter my obscure dwelling—if the sacred writers will enter and take up their abode under my roof, if Milton will cross my threshold to sing to me of Paradise,

and Shakespeare to open to me the worlds of imagination and the workings of the human heart, and Franklin to enrich me with his practical wisdom, I shall not pine for want of intellectual companionship, and I may become a cultivated man, though excluded from what is called the best society in the place where I live.

“To make this means of culture effectual a man must select good books, such as have been written by right-minded and strong-minded men, real thinkers, who, instead of diluting by repetition what others say, have something to say for themselves, write to give relief to full, earnest souls; and these works must not be skimmed over for amusement, but read with fixed attention and a reverential love of truth. In selecting books we may be aided much by those who have studied more than ourselves. But, after all, it is best to be determined in this particular a good deal by our own tastes. The best books for a man are not always those which the wise recommend, but often those which meet the peculiar wants, the natural thirst of his mind, and therefore awaken interest and rivet thought.”

About three thousand standard books having been purchased and catalogued during the summer, on September 14 the new department was opened. The newspapers of the City manifested considerable interest in this new undertaking and those who came to obtain the service that we planned to render have been appreciative of our success in attaining our purpose.

The number of patrons has been disappointingly small, but we hope that a greater number of people will soon avail themselves of the attractive opportunity of spending some time in this collection of books which offer inspiration, information and recreation to the reader.

The head of the department writes: “While nearly all of the books in this department circulate, probably the books will always be used more in the Reading Room than in the homes of our patrons, because our visitors far outnumber the books we circulate daily. Often a person will sit for several

hours and read, then leave without taking even one book home. One young man used the room from noon until closing time and only stopped long enough to go home to his dinner. He was a stranger in the City and was very anxious to finish a book that he found on our shelves."

OUTSIDE DELIVERY.

The Branch Libraries drew in all 27,161 volumes from the Central Library through this department, in addition to which there were sent to schools and institutions 22,871 volumes, of which latter number 17,379, or 76 per cent., were works of fiction.

During the early part of the year there was such great demand for books upon the war from all the Branch Libraries that we were unable to make sufficient reply from the books in our possession. Books were sent to the blind persons by arrangement with the Maryland State Library Commission as in previous years, and brought pleasure and profit in various parts of the State. Some Sunday-schools continued to draw books throughout the summer, and at that time some of the playgrounds made good use of the books. One of the most interesting features of the work has been the increase in the number of mercantile and manufacturing institutions using the Library. The Gas and Electric Company, Brager's Department Store and the Western Union Telegraph Company are now making active use of the books, the registration of one of these points being made through the interests of a welfare-worker who had previously been employed at another establishment which used the Library books.

The reference work done by this department for the Branches is important and often occupies the attention of its head during the whole of the morning. Goucher College especially calls for a good deal of interesting work.

BRANCHES IN GENERAL.

The establishment of the position of Inspector of Branches has amply justified itself and we find such an official indispensable in standardizing the work of the Branch Libraries, stimulating the efforts of their staff and aiding their endeavors to render efficient service to the people of their respective neighborhoods. When the Library was opened there were four Branches. Before this year closes there will be eighteen, and others will soon be added, so that the mere time involved in going over our system from one Branch to another has greatly increased. Other departments of the City Government are being provided with automobile service for transportation from one place in which their work is carried on to another, and in other cities similar service is provided for public libraries. We shall need to look forward to such method of transportation in Baltimore in years not far distant in the future.

With the remodeling of Branch No. 2, safe-guarded open access is provided in all the Branch Libraries. The books wear out sooner from the greater handling and more volumes are lost, but we feel sure that the educational advantage of immediate contact with the books more than counterbalances the disadvantage.

We find much better order among the children in open-shelf libraries, for they are so delighted to be able to search for their own books that they find little time to talk. On the afternoon at any Branch Library one may find fulfilled a prophecy made in 1858 at the dedication of the Boston Public Library—that is, “Gems and jewels more precious than any which the mines of either continent can ever yield will soon find their places in the caskets and cabinets which have here been prepared for them; and living jewels, like those of the Roman matron of old—even the sons and daughters of our city—will soon be seen clustered around them.”

Most of the bricks taken from the walls in the remodeling of the Branches have been utilized for pavements in the cellars. The wiring for electric lights of the old Branches may still be referred to as desirable, and the placing of a floor covering of linoleum in each Reading Room is much needed.

The monthly prize of five dollars, given to the Branch whose accomplishment in efficiency seemed most worthy during the month, was awarded as follows:

January—Branch No. 1.—For its bulletins upon foreign countries for special use by the school children; also for its exhibit of Baltimore books.

February—Branch No. 17.—For its "Alcott Club" of girls.

March—Branch No. 9.—For its work in familiarizing the school children with the Library.

May—To Branch No. 7 of the old Branches and to Branch No. 17 of the new Branches for excellence of records at stock-taking.

June—Branch No. 13.—For its endeavor to bring before the public the work of the Library, and thus to increase its usefulness.

July—Branch No. 8.—For its attractive grounds.

August—Branch No. 15.—For its Library bulletins and efforts to increase circulation.

September—Branch No. 2.—For its efforts to instruct children concerning birds through the books of the Library.

October—Branch No. 3.—For its bulletins of authors and Presidents of the United States.

November—Branch No. 17.—For its bulletins in connection with Maryland Week.

December—Branch No. 4.—For its success in training children to use the Library, and for its excellent bulletin board on Christmas.

The amount awarded is expended for the benefit of the Branch, at the suggestion of the Custodian and with the Librarian's approval. The establishment of this prize has given rise to a very healthy spirit of emulation among the Branches.

As the City's sanitary sewer system is being completed, one Branch after another has been connected therewith, until only Branches Nos. 4, 7 and 15 are unsupplied with any sewer con-

nection, and Branches Nos. 2 and 16, which connect with sewers not a part of the sanitary system, are the only other ones at which we need to do any work.

The lecture halls have proven very useful, and we have been fortunate in being able to add a new hall in connection with the remodeling of Branch No. 7. The lectures have been both instructive and entertaining, and it has been most gratifying to note the attendance at these lectures. We wish our old Branches were so arranged so as to also have lectures. We have not only had illustrated lectures, and readings on different subjects, but we were most fortunate, through the kindness of Mr. L. H. Dielman, to add six Peabody Recitals. Not only did the performers give their services, but, through the kindness of the Kranz-Smith Piano Company, each Branch was furnished with a piano for each recital.

We secured a lecture or similar entertainment monthly at each Branch from November to April. When we receive a special fund from the City for this work, we shall be able to render even greater educational service in this way. In all, forty-five lectures and concerts were given. A detailed list of them is contained under the respective Branches..

The annual stock-taking was conducted on the same plan as last year, which proved, as before, to be a very valuable method in which to correct errors in the shelf list and marking of books, as well as in locating books out of place or mislaid.

The standard of the bulletins displayed in the Branches is very much higher than it was a few years ago. The weekly meetings of Custodians with the Inspector of Branches have been very useful. At these times administrative questions are discussed, books are reviewed, orders are read and in general opportunity is given for interchange of thought. Where a Branch has any particularly interesting work, an especial talk is sometimes given, and last year reports were made from Branches that had been especially successful with an Adult Reading Club, with a Boys' Debating Club, and with children's work.

We feel that our efforts in trying to have the public schools co-operate with our Branch Libraries have been somewhat repaid, for each Branch Librarian received from the Teachers' Training School a letter asking permission for the students of the Training School living in the neighborhood of each Branch to visit the Branch near his or her home. Each student was expected to give a one-minute appreciation of what they had seen.

The Branches are open for reading and circulation from 9 A. M. to 9 P. M.

In all there are 21 clubs at 12 Branches, distributed as follows: Small Boys' and Girls' Clubs, 9; Boys' Clubs, 2; Boys' Debating Clubs, 1; Girls' Clubs, 6; Women's Clubs, 3.

The schedule of clubs is as follows:

Branch No. 3, Small Boys and Girls, Friday, 4 to 5; Branch No. 4, Small Boys and Girls, Monday, 4 to 5; Branch No. 5, Small Boys and Girls, Tuesday, 4.30 to 5.30; Branch No. 6, Girls, Thursday, 4 to 5; Branch No. 7, Girls, Thursday, 4 to 5; Branch No. 7, Boys, Friday, 4 to 5; Branch No. 9, Small Girls and Boys, Tuesday, 4 to 5; Branch No. 9, Girls' Club, Thursday, 4 to 5; Branch No. 12, Club of Women, Monday, 7.30 to 8.30; Branch No. 12, Girls' Club, Thursday, 4 to 5; Branch No. 12, Small Boys and Girls, Saturday, 4 to 5; Branch No. 13, Girls' Club, Tuesday, 4 to 5; Branch No. 13, Boys' Club, Friday, 4.30 to 5.30; Branch No. 13, Small Boys and Girls, Saturday, 3.30 to 4.30; Branch No. 14, Girls and Boys of Third Grade, Thursday, 4 to 5; Branch No. 15, Small Boys and Girls, Saturday, 3 to 4; Branch No. 16, Club of Women, Tuesday, 4 to 5; Branch No. 16, Boys' Debating Club, Friday, 8 to 9; Branch No. 17, Club of Women, Tuesday, 4 to 5; Branch No. 17, Girls' Club, Thursday, 4 to 5; Branch No. 17, Small Girls and Boys, Friday, 4 to 5.

We have been pleased to find that two new reading clubs for women have been organized and are carried on with interest.

"At one of our Branches (Branch No. 9), where the Assistant has a club for young girls, we were very proud to hear that one of her girls, twelve years of age, had been writing stories. This child has derived so much pleasure and help from this Branch, having read most of the stories that a child her age could read. From her stories she has received two prizes, one a \$5.00 prize from The Sun Short Story Contest, and one, a \$1.00 prize from the News. She is now writing a Christmas story and hopes to publish it in a child's magazine.

"Lists on 'Suggestions for Young People' have been carefully prepared and sent to each Branch; also to each school in the City. By this means certain books are placed within the radius of the interests of large numbers of girls and boys.

"We are well provided with substitutes, the list being quite long. At present we have four applicants in training. The training of these applicants at one particular Branch is a far better method than having them train at two or three Branches. By this arrangement they each get the same thorough training. The magazine covers that were purchased a year ago have not only lasted well, but have protected the magazines so well that we are able to bind the children's magazines at Stations Nos. 10 and 11, where before they were in too ragged a condition to even think of binding. We may have to purchase a few more of these covers; also book supports and classification holders. A number of reading courses received from the United States Bureau of Education were sent to all Branches, and have proven most useful. We feel very proud to find most of these books are at all Branches."

BRANCH No. 1—FREMONT AVENUE, NEAR LAFAYETTE SQUARE.

The home circulation amounted to 31,150, of which number 25,189, or 81 per cent., were works of fiction. The average circulation of each book was 2.23. The Branch, in addition, circulated 795 books through delivery from the Central Library. The highest circulation, 194 volumes, occurred

February 23 and the lowest, 48 volumes, occurred September 17. The average circulation was 102.

"One of the most gratifying results of open shelves is the comparative ease with which order may be maintained. The fact that the boys and girls become interested, and are not confronted by blank walls and the necessity to wait until waited on, is the cause of this, no doubt. It is nevertheless a gratifying sight to see the building well filled and yet quiet enough for people to enjoy reading. A restlessness occurs among a group of children now and then, but a reproach given to one or two personally in a quiet tone is all that is, generally speaking, necessary.

"We arranged an exhibit of books on the history of Baltimore on a table and some vacant shelves near the entrance to our building. It seemed an appropriate thing to do in view of the fact that the one hundred and eighty-sixth anniversary of our City was being discussed.

"The school children in the neighborhood were tempted about the first of the year by 'The Newman Travel Talks' to try their skill at essay writing. The National Geographic Magazine published some especially beautiful pictures of Petrograd, which was one of the topics for which prizes were given. We were able with the use of these pictures and lists of the books at Branch No. 1 to attract the attention of many children to the fact that our Branch could furnish material along these lines.

"New lights were installed in the stacks during May, and have much improved the illumination. A card catalogue has been made for the Bulletins of the United States Bureau of Labor and also for Fairy Tales and mythological stories. These latter cards are arranged alphabetically in a box placed upon the children's table. The children are delighted to find that the same story may be found in a number of different books.

"In the month of December the books were rearranged at this Branch tentatively in a so-called block system, placing all

of the books of a given class in vertical sections instead of horizontally under the ribbon system. Through the Bulletin Board the reading courses published by the United States Bureau of Education have been brought to the attention of the borrower, and a list of the best novels in the English language has also been posted. Some persons have drawn books on these lists, but many, like children, are afraid they will not be amused by any books which are recommended as good literature."

All the bindery work at this Branch has been done without assistance from the Central Library, of which fact the staff may well be proud. The Branch Librarian states: "We are many times pleased with the well-filled tables, the very evidently interested readers and the number of patrons examining books on the shelves. We have notified the neighboring schools that an explanation of the arrangement of books and the use of the card catalogue will be given to anyone applying at the desk. We have always tried to notice any person who seems at a loss, but extreme tact is necessary that the proffered assistance may not be annoying."

At this Branch nearly all of our apprentices receive a portion of their training.

BRANCH NO. 2—HOLLINS STREET, NEAR UNION SQUARE.

The home circulation amounted to 45,768 volumes, of which number 38,166, or 83 per cent., were works of fiction. The average circulation of each book was 3.49. The Branch, in addition, circulated 990 books through delivery from the Central Library. The highest circulation, 275 volumes, occurred January 9, and the lowest, 57 volumes, occurred September 13. The average circulation was 152 volumes.

This Library was the last to be altered from the condition in which it had been placed during the life of the founder. The manner of remodeling this Library was somewhat different from that of the other Branches, and the work was so

arranged that there was less interference of the work with the public.

"When the partition that separated the Reading from the Delivery Room was taken down and the counter taken away, we put tables in the doorways and used one for receiving and charging books and the other for registration. After the office was finished the shelves for juvenile books were built and then the shelves for bound magazines and reference books were put up. It was amusing to note the surprised expressions of those who came and saw the changes that were being made. Finally the time arrived when the partition between the Reading and Stack Rooms had to be taken down and we moved into the old office, first putting a sign on the front door asking the public to use the rear entrance.

"Before the outside work was begun shelves had been built in the old office; on them we arranged a selection of interesting books for adults and children, both fiction and non-fiction. We moved a table across the doorway leading from the room, and managed to get along very easily. Fortunately, the weather was pleasant nearly all the time the work was being done and, considering that we had a back door circulation, our average kept up well.

"As soon as the temporary partition erected to keep out the dust was taken down, we moved the juvenile books into the stacks where they were to be kept and in their place put the books that were in the shelves around the Stack Room in order that the back walls might be painted.

"We had previously taken into the cellar all books whose numbers had not been changed and arranged them so that they would be accessible. While the painters were finishing their part of the work, we began to arrange the bound magazines and reference books. We could not work in the front part of the room after dark, as the chandeliers and gas brackets had been taken away in order that they might be refinished.

"One very desirable feature of the improvements is that in front of the office. Facing the children's side of the room are

shelves and a section of the magazine rack in which are kept bound magazines and periodicals for the children, so that they do not have to go into the Adult Reading Room at all. Finally we could move out into the main room. Our registration desk was brought back, the new desk lamp put in place and the refinished gas fixtures put back. Then the work in the other part of the building was finished, the steps and fence were painted and all of the outside woodwork.

"The roof of the Library also had a thorough overhauling, which was very necessary, as several bad leaks had developed. Formerly the interior of the building was painted green, which made the rooms dark and necessitated the lighting of the gas early in the afternoon. Now the paint on the walls is a deep cream color and the woodwork cherry, a very charming contrast and making the rooms so much lighter and more pleasing in appearance. The new glass panels in both front doors also help to make the building lighter than of old.

"Finally everything was finished, the carpenters and painters left, all the books and magazines were in place and everything ready for an appreciative public. 'And the ugly duckling has become a swan.'

"After the work was completed everyone admired the appearance of the Library. Few thought that any such radical change could be accomplished. We did not send out cards when the remodeling of the Branch was finished, for the children had constituted themselves a publicity committee and we found that we needed no other announcements. Many people came in to see the improvements, and generally those who came to look remained to read. One gratifying result is the very good behavior of the younger children. After getting a book they sit as quietly as possible and look at the pictures and read until they feel like going home, when they go out without noise.

"The amount of reference work has been large. Our patrons still often depend on us for getting that which they require. We have had a number of calls for Bible references. Our

borrowers soon come to know the location of the books that they desire, but after taking out six or eight books to compare and finally deciding on one, their sense of location seems to desert them and they put the ones they do not want on the shelf nearest where they are standing, so that frequently we unexpectedly find a most frivolous novel in company with grave religious books. The children will sometimes put aside a book that they may wish to read after finishing the one they have, but as the juvenile books are arranged each day their labor is for naught, for we discover the hidden book and return it to its place.

"Whether it was the novelty of the open shelf or a greater desire for reading which caused such demand for books during the summer quarter, we have not yet been able to decide. The Reading Room was also well patronized, but that is not to be wondered at, for since the remodeling of the building the rooms have been so pleasant during the day that it was a relief to escape from the heat outside to the cool shade within.

"In July we tried to interest the children who came in the Library in the habits and usefulness of birds and made a 'bird board,' putting up attractive pictures of birds and attaching to them the letter and number of the books we have on the subject. We offered a prize to be given to the girl or boy under sixteen who wrote the best essay on birds. There were a great many children who entered the contest and from the number of books that circulated we expected to have a goodly result, but as the days became warmer and warmer their enthusiasm waned, until finally we came down to a very few who wrote the essay required. Even though we seemed not to have achieved all the results desired, we feel that the children have acquired a knowledge of birds that they would not have otherwise gained.

"The open-shelf method does not increase the counted circulation as we had expected, for we have noticed that many who frequent the Reading Room do not possess cards. This fact was brought to my attention when I was speaking to a girl

about taking an application. She had been using the Library a number of times and had consulted many reference books on a subject about which she is writing. I said: 'Why do you not get a card?' Her reply was that she found it much more convenient to come to the Library for books that she wanted, having the use of them here without the trouble of carrying them home.

"The new books that we have received, especially the fiction, are hailed with delight by the public who are always crying, 'More, more!' The new books in regard to the war are also appreciated and much consulted by the public, who are now much interested in the periodicals having articles on the war and pictures of the fights and fighters and who follow very closely the course of events as shown therein."

BRANCH No. 3—LIGHT STREET, NEAR RIVERSIDE PARK.

The home circulation amounted to 39,094, of which 31,937, or 82 per cent., were works of fiction. In addition, 518 volumes were circulated through delivery from the Central Library. The average circulation of each book was 3.47. The highest circulation, 301 volumes, occurred February 2, and the lowest, 26, occurred September 13. The average circulation was 128 volumes.

During the first part of the year the circulation at this Branch was very heavy during several weeks, exceeding that at any other Branch. In the latter part of the year the circulation very much diminished, partly because of the opening nearby of the Bryn Mawr Club for Girls, which has established a Library. The opening of this club is also responsible for the great diminution in the number of girls who come to the Reading Club at the Branch. It is to be regretted that when there is so much to be done in the neighborhood, those who come in with philanthropic purposes do not ascertain more carefully what lines of work are already being carried on and seek to supplement them.

New lights were placed in the stacks and were as satisfactory as at all the other old Branches. Linoleum is needed as floor covering here and at all the other old Branches.

The interest shown in the Library by the ministers of the neighboring churches is very encouraging. There has been no trouble with the behavior of the children, except that they naturally do not always replace books on the shelves correctly, and sometimes hide books behind others upon the shelves. During the winter the Reading Room was used considerably by men who came from the street because of the cold, and frequently sat reading quietly for hours. Oftentimes in the evening every chair in the Reading Room has been occupied. Small children were refused the privileges of the Reading Room after 7 o'clock, by which means the number of adult readers increased. The ribbon system of arrangement of the books has been very satisfactory at this Branch, bringing, as it does, various classifications before the reader's eye and making miscellaneous classifications circulate more freely.

BRANCH No. 4—CANTON.

The home circulation amounted to 34,205 volumes, of which number 25,880, or 76 per cent., were works of fiction. The average circulation of each book was 3.06. The Branch circulated in addition 878 books through delivery from the Central Library. The highest circulation, 232, occurred February 23, and the smallest, 52 volumes, occurred September 13. The average circulation was 112. The circulation at this Branch was larger in 1915 than in any previous year of its history.

"For the past few years Branch No. 4 has had considerable trouble with its lighting system. Many kinds of mantles and shades have been tried, but all with about the same result. After the Branch was remodeled, the lights seemed poorer than ever. For one thing, the chandeliers and side lights had been placed to suit the old arrangements and, of course, did not suit the new. The new system of piping has made quite

a difference. The old pipes were removed and larger ones installed, giving us eight large reflex lamps in the front part of the building and eight smaller ones in the rear. Every corner is now brilliantly lighted, and we are well pleased with the change.

"In the spring an attractive bulletin was displayed upon 'birds,' showing pretty pictures in color of birds and nests, with suitable lists of books. At the bottom of the board we had a card with the following words printed in large letters: 'Why Not Bring the Birds to Your Garden? Here Are Some Books That Will Tell You How.' Under the board we had a table with a bird house and books on it.

"After the completion of the card catalogue the staff started with the first drawer in the cabinet, going through card by card, cleaning or replacing them as necessary. It is quite a task, for there are many big as well as little finger marks to be erased. This work proves how much the public has made use of these cards.

"As usual the garden gave an abundant supply of nasturtiums, snapdragons, phlox and other hardy blooming plants, from which we kept our desk supplied with fresh blooms each day.

"A few years ago the task of changing the Branch numbers to those of the Central Library seemed to be an endless one and a complete card catalogue a dream for the future. Today every number is changed and we can refer our patrons with pride to a complete and up-to-date record of all the books contained in our Branch. Only those who have been in the Branches while this change was going on can fully appreciate the benefits derived.

"Each year we have tried to have a reading club for our patrons, but have met with very little success. One reason, I am sure, is the lack of a suitable room or place to hold the meetings. In October we posted a notice: 'Join the Question Club.' All inquirers were told to come to the Library at 4 o'clock on Monday, October 18. There were fourteen present

at the time appointed and the information was given them. The object of the Question Club would be to teach its members how to make better use of the Library. The club would meet for one hour each Monday afternoon for nine weeks to complete the course laid out, and each member would be required to give written answers to questions asked on the work taken up at each meeting. The subjects and the time devoted to each were as follows: First week, to organize; second, third and fourth, on reference books; fifth, the parts of a printed book; sixth, classification as used in our Library; seventh and eighth, the card catalogue, and the ninth, a test was given on all the work taken up. One boy was present at every meeting, and there were two who only missed once."

**BRANCH No. 5—NORTH BROADWAY, NEAR JOHNS HOPKINS
HOSPITAL.**

The home circulation amounted to 40,884 volumes, of which number 32,537, or 80 per cent., were works of fiction. In addition, 459 books were circulated through delivery from Central Library. The average circulation of each book was 3.12. The highest circulation, 245 volumes, occurred February 16, and the lowest, 37, occurred on September 13. The average circulation was 134 volumes.

Improved lights were placed in this Branch with the usual satisfactory results. While the circulation of books has been good, the lack of more new volumes and the competition of moving-picture theatres prevent further increase.

"The neighborhood around our Branch contains quite a foreign population, and while not so many of the older people patronize the Library, the children of these people have certainly made good use of their privileges. Often the Bohemian children register so they can get books for their parents.

"After nearly two years of the open-shelf system, our books are beginning to show the effect of handling them so much; we have had to send a large number to the binders, also the number of books to be sewed has increased.

"The cleaning of our catalogue cabinet cards has taken up our afternoons when we have not been so busy with the public. We clean them as well as it is possible. When they are beyond our power, especially the ones for the children's books, we order new cards. I feel sure that henceforth cards will be kept cleaner, as the cabinet is not used as much as before we had the open-shelf system.

"Several people, strangers in the City, who had friends as patients at the Johns Hopkins Hospital, have made use of the privilege of taking books out by depositing the value of them. They would rather pay the money than have the trouble of getting an endorser."

In September an appreciative article appeared in the Bohemian language, in the *Telegraf*, a weekly Bohemian paper, written by Mr. Otto V. Yursik, urging people to make use of this Library, in which the books in that language are placed.

BRANCH NO. 6—PEABODY HEIGHTS.

The home circulation amounted to 28,767, of which number 22,577, or 78 per cent., were works of fiction. The average circulation of each book was 2.42. The Branch, in addition, circulated 1,439 books through delivery from the Central Library. The highest circulation, 185, occurred February 23, and the lowest, 39, occurred December 24. The average circulation was 94 volumes.

"The students at Goucher College keep us very busy. I kept a rough account of the number of students who came for some books we had to be used as reference on Tariff and Reform, and there were one hundred and forty-three who called in ten days. As the spring term approached, we noticed a falling off in the visits of the College students and really missed them very much.

"Pleasant days call us all to the woods, but some cannot go. Therefore we are truly glad we have a garden at Branch No. 6 where we may go and enjoy nature. It was with delight we noticed the flowers and shrubbery in the yard.

"The Peabody Heights Club for Girls has held regular meetings, and we had delightful times visiting a few of the art galleries of Europe. We have seen copies of some of the works of Sir Joshua Reynolds, Madame Le Brun, George Morland, Rosa Bonheur, Murillo and Millet. The girls were very interested and pleased with what they have learned from reading short sketches of the artists. We discontinued the club for the summer the last week in May, and celebrated the occasion with a lawn party in our back yard.

"The Reading Room has been well patronized both during the day and at night. The conduct is so excellent that many persons have commented on the quiet, even when the room is filled. Once in a while the boys, or even the girls, make noise, but the very instant there is any disturbance the clerks are right there and if we do not succeed in having quiet the culprit is invited out, and to be invited out means to stay out for some time.

"On one occasion a small boy came to the desk and asked what he should do to get a new card, as he thought his old one had 'inspired.' I was inspired to laugh, but restrained myself for the child's sake. I have reached the conclusion that the librarian does as much to help train the child as the teacher, for while the teacher may have forty children to teach one branch, the librarian must help the child with every branch of school work, so she really is the teacher after all."

Extensive repairs were made to the roof of the Branch in the latter part of the year.

For a number of years we have had an unusual arrangement at this Branch in the janitor service. One man acts as janitor throughout the year, excepting from June 1 to October 1, when he is employed as porter on an excursion boat; and another man, who is employed in a family which leaves Baltimore for the summer, takes care of the Branch during that period.

BRANCH No. 7—WOODBERRY AND HAMPDEN.

The home circulation amounted to 20,072, of which 16,454, or 82 per cent., were works of fiction. The average circulation

of each book was 2.59. The Branch, in addition, circulated 440 books through delivery from the Central Library. The highest circulation, 146, occurred February 23, and the smallest, 21, occurred September 13. The average circulation was 67.

The following lectures were given at the Branch during the year:

"California," Bernard C. Steiner, November 16.

"As Far As the East Is from the West," William Grecht, December 7.

The circulation increased considerably at this Branch in the early months of the year, but owing to the fact that the mills in the neighborhood are busily employed on contracts to supply munitions of war, etc., a considerable decrease in the number of books given out was experienced in the autumn.

A class of young women from the Teachers' Training School visited this Branch with a teacher in the spring, and had the work explained to them.

Occasionally we are pleased to know that we have been of benefit to our patrons in a financial way, as, for example, when a gentleman came in and said he had made one hundred dollars on screens and had received the information which enabled him to make this benefit from the books at this Branch.

The Provident Savings Bank occupied a room in this building at the request of the donor from the time of its erection until last July, at which time the bank removed to a building owned by it. Thereupon we began to remodel the Branch, being able to do so by an appropriation made for that purpose.

"The brick wall separating the Reading Room and room formerly occupied by the bank was taken away, thus throwing the two rooms into one, which is our auditorium, with a seating capacity of one hundred and fifty. The walls and ceilings were frescoed in three shades of tan and woodwork painted in white, making a beautiful contrast. The oil painting which was given by Mr. Poole has been placed in such a position that on entering the room your eyes are cast first on this beautiful

picture. One hundred and thirty-six light oak chairs have been placed in position. The waste space which first met the eye as you entered the Stack Room is now used as the children's part, shelves having been placed around the walls of the room and the juvenile books brought from the back stacks to the front and arranged in ribbon fashion. The children seem to appreciate the change, as they try to keep the books in their places and come in more quietly. Some are so interested looking at the books they sit on the floor. Shelves were placed around the walls in the back of the Stack Room, giving us much more room for our books. Before the remodeling we were so in need of shelving we hardly knew which way to turn, but now we feel as if we can turn with ease. Shelving was put in the office, linoleum on the floor and an extra radiator taken from the Reading Room. Formerly the office was so cold at times we could not use it, but this winter we hope to be very comfortable.

"Our desk, formerly in a dark corner of the building with a light always burning, was remodeled and removed to the front of the room near the window, giving us plenty of light. A desk lamp was also installed, which adds greatly to our comfort.

"The current periodicals are placed in a rack on one side of the wall with a compartment made to hold each magazine. The name of each magazine was marked in white ink, so that the name can be read easily. Screens were hung at our windows and doors. The expressions of some of the people who enter the building and who were away during the remodeling are amusing. The results have exceeded our greatest expectations. The remodeling of the Library was done without closing the building for a single day.

"With the aid of the flowers from the yard we have been able to make the Library more beautiful in the summer. A vase of flowers is placed on each Reading Room table and in different parts of the room.

"A result of this remodeling was that we were able to begin a course of lectures in the autumn, the attendance at which was encouraging, especially since we had been told by a person in charge of another building in the neighborhood containing a lecture hall that they had found it impossible to secure any audiences.

"A transfer of Branch Librarians between this Branch and Branch No. 14 was made in the autumn."

BRANCH No. 8—WALBROOK.

The home circulation amounted to 18,954, of which number 15,672, or 83 per cent., were works of fiction. The average circulation of each book was 3.25. The Branch, in addition, circulated 1,522 books through delivery from the Central Library. The highest circulation, 130, occurred February 13, and the smallest, 21, occurred January 12. The average circulation was 62 volumes.

Upon the first of January this Branch was given a janitor for full time, and consequently the building and grounds have been better kept during the year. A janitor's lavatory was installed in the cellar, and a large part of the cellar was excavated by him, adding greatly to the convenience of the Branch.

"We were appointed as a receiving station for the sewing given by the American Red Cross Society to the wounded Belgians.

"It is surprising how quickly new arrivals in the neighborhood find the Library. Recently we had one family from Columbus, Ohio, and another from Wilmington, Delaware, to make application for cards and books. From time to time this little Branch has been taken for a kindergarten, private library, and church. And now the question was asked by an old colored woman if this was a 'hot-house.' She was in search of a fernery, and was attracted by the plants and ferns in our windows, and to inquire if 'dis here was de place where you git your fern-dishes filled.'

"It is very gratifying to us to know that some of our patrons appreciate our efforts to please them. One lady very graciously called us hostesses.

"The interest shown in our Library by our small patrons has been brought to our attention in a very pleasing way. In the spring almost daily we were brought bright, fresh flowers, at one time violets, another time dew-drops, forget-me-nots and daisies. We have often heard people remark as they come in, 'How lovely those flowers are; they give the place such a homelike air!' Our boys and girls take pleasure in helping to make the building attractive.

"The reference work is requiring more and more of our thought. It is surprising to note the number of children who come in with only a vague idea of what they want. Just a short time ago one of the school boys came in with a problem like this: 'My teacher told me to get something about a rock and a bell, I think it is a poem.' After searching we finally came across Robert Southey's poem 'The Inchcape Rock,' which proved to be just what he wanted. It is very encouraging to find in our own Branch books that enable us to co-operate with both children and teachers in their work.

"For years a collection of miscellaneous books has been kept on the desk as selections for the public. Finding this encouraged the people to depend almost entirely upon what was termed 'A bargain counter,' we thought it advisable to place all books on the shelves. It is now our pleasure to note the good derived from this move. The people not only select their books from the shelves, but after making their selection become interested in other books they chance to see, and often remark: 'I did not know you had such and such a book in the Library.'

"While this Branch afforded recreation and pleasure for our patrons, we also acted as a summer school for many of our children who said they were poor readers and wished to read all they could during the summer for practice. Others improved their time by reading history, biography and books on science. Interesting lists on these subjects were kept posted around the building.

which proved helpful. Detective stories and fairy tales were largely in demand by both the older and younger children.

"At the close of the school term a teacher came to the Library and told us of one of her pupils—a boy who was extremely backward for his age and took but little interest in his studies. She wanted him to have summer reading and thought by getting literature to appeal to his imagination he would begin to read for the sake of the story, and as one story would lead to another he would not only be improving his reading but storing his mind with knowledge. A list was made especially for this boy, including history, biography and interesting juvenile fiction.

"It is interesting to watch the way some of our children are growing away from the young people's room. When they reach a certain age they are no longer satisfied with so called 'B' books, but gradually drift out into the other room among the books suited for older ones. They think themselves too old to read such books as are found among the juvenile works, and are perfectly happy when they can take an 'A.' While roaming around among the stacks they are very often attracted by a title that sounds good, but when the book is brought to the desk to be charged we find the story is entirely too old for them and suggest more suitable stories."

The building still lacks the additional accommodations needed. Application was again made to the Board of Estimates for an appropriation of five thousand dollars for the enlargement of the building, but the desired appropriation was not granted.

BRANCH No. 9—LOCUST POINT.

The home circulation amounted to 13,450, of which 10,753, or 80 per cent., were works of fiction. In addition, 2,361 volumes were circulated through delivery from the Central Library. The average circulation of each book was 2.59. The highest circulation, 102 volumes, occurred January 18, and the lowest, 12, occurred September 13. The average circulation was 44 volumes.

The following lectures were given at the Branch during the year :

"Enjoying Italy and the Italians," the Rev. Clayton H. Ranck, January 25.

"Camping and Canoeing in Canada," the Rev. Kenneth G. Murray.

"A Trip to Jamaica and Panama," Dr. Bernard C. Steiner, March 9.

"Musical Recital," Miss Florette Hamburger and Mr. Herman Kumlehn, students of the Peabody Conservatory of Music, March 16.

"Musical Recital," Miss S. Fr. v. Helms and Messrs. J. Elliott, J. H. Dolejs, E. Welche, M. Eisenberg, April 30.

"The Holy Land As It Is Today," William Grecht, November 16.

"The Town We Live In—Baltimore," Henry E. Warner, December 13.

"Recently we registered several officers from the German ships which are detained in our port on account of the war, and through them we hope more will be made interested. One officer visiting the Library in the morning and, finding himself the only person in the Reading Room, exclaimed: 'My, all these nice books and no one in here to read them!'

"Since we have been receiving a box of German books at our Branch once a week, a number of our German patrons come to the Library more frequently and we have had several new applicants.

"One of our assistants reports she had quite an interesting morning recently. She sent a notice to the school that she would give a talk on 'How to Use the Library,' having gotten the idea from one of the Library journals. Fifty-six children responded and they were so interested that some asked to have another meeting and a number took application blanks to join the Library.

"In May a number of our patrons go out in the country to work on the farms and pick berries and leave their cards to be filed away until Fall.

"We were sent from the Central Library a number of illustrated covers of birds, beasts, flowers and vegetables, taken from new books. One of our assistants made a list of the books on each subject and posted them in the children's room, and in this way the children's attention was attracted and a number of books were circulated which otherwise would never have left the Library.

"On the 16th of March a Peabody Recital was given at our Branch which was well attended and appreciated. A number of officers from the German ships interned here on account of the war attended the recital, and after it was over one of them who plays in the Peabody Orchestra asked if he could not give a recital also in our hall. On the 30th of April he and some of his friends from the Peabody gave the recital and it proved to be quite a success.

"One man who joined the Library in the autumn, while having his books charged, said: 'My, but there are so many good books on the shelves I do not know which to take first! I do not see how I passed all last winter without the Library.' When being asked if he did not know the Library was in the vicinity, he said: 'Yes, but I never thought of investigating it.'

"We have two clubs—a girls' club, who are taking up the familiar poets and authors, and the story hour for small girls. We made an effort to have a boys' club, but no one responded. The Social Settlement and the clubs at the Paret Memorial both help to draw away the boys."

STATION No. 10—OLD TOWN.

The home circulation amounted to 18,966, of which number 15,743, or 83 per cent., were works of fiction. In addition to these 2,877 books were circulated through delivery from the Central Library. The average circulation of each book was 8.99. The highest circulation, 127 volumes, occurred February 23, and the lowest, 22, occurred November 4. The average circulation was 64 volumes. The circulation at this Station was larger in 1915 than in any previous year.

The work at this Station has been faithfully carried on with useful results, although the circulation decreased in the latter part of the year. With the help of visits from the police, good order has been maintained. The patronage at this point is mostly that of children, some of whom are hardly able to read and enjoy looking over pictures.

An awning was placed at the window, which made the Station more comfortable during the summer.

Some books have been sent to this Station, but our inadequate means have prevented us from sending many, and for those which we do send it is now difficult to find room on the shelves so that the books may be properly arranged. The work of repairing the books done by the staff is carried on in sight of the public and incites many questions from both old and young who are interested in watching the work.

The great need of this Station is a new building, situated a little to the north of the present one.

STATION No. 11—1208 EAST BALTIMORE STREET, NEAR AISQUITH STREET.

The home circulation amounted to 41,614 volumes, of which number 36,839, or 89 per cent., were works of fiction. In addition to these, 8,362 books were circulated through delivery from the Central Library. The average circulation of each book was 16.35. The highest circulation, 257 volumes, occurred on January 25, and the lowest, 65, occurred September 18. The average circulation was 142 volumes. The circulation at this Station was larger in 1915 than in any previous year.

“Though somewhat disappointed that our efforts to secure a site for a new building did not meet with the approval of the City authorities, we are not entirely discouraged. The interest and enthusiasm shown far exceeded previous efforts, and we feel that some good results will come, since a better foundation has been laid, and upon this we hope to build successfully next year.

"The number of new volumes of non-fiction added to our collection has been of great satisfaction to us and to our patrons by giving them a service of greater promptness and efficiency. Many of the miscellaneous books called for at this Station must be sent from the Central Library, and while a number of persons can conveniently wait for what they want, there are many others to whom a delay of a day means much. We are receiving many calls for a new supply of Yiddish books, as those given us about two years ago have been read by the majority of our patrons. Many of these books are so short that one may read them within a few minutes. We are also in need of stories for girls. It is not a difficult task to find something suitable and at the same time interesting for a boy, but it is a problem to supply all the demands for girls' books. Many times we are compelled, against our better judgment, to give them books somewhat in advance of their years rather than send them away disappointed without something to read.

"The bulletin boards have been used to good advantage for posting lists of various kinds and for calling attention to current topics and books suitable for the holidays.

"The good already accomplished by this Station is really marvelous when we consider the disadvantages under which we have labored, and the question comes to us how much more could be done for the people of this section with the proper facilities. There is a great need of more accommodation in the Reading Room. This has been so crowded during the winter months that we have found it necessary to suggest to the school children, many of whom prepare their lessons there, to come in before 7 o'clock, so as to give the remaining hours of the evening to the grown people.

"Unlike most libraries, our circulation is not affected by the heat. We can easily account for this, as we have a class of patrons that have an insatiate desire for information and knowledge of all kinds. The long days of summer give the older patrons more opportunity to use the Library, while the vacation days give the school children more time for reading."

BRANCH No. 12—BARRE STREET, MT. CLARE.

The home circulation amounted to 20,673 volumes, of which number 17,141, or 83 per cent., were works of fiction. In addition, 1,104 books were circulated through delivery from the Central Library. The average circulation of each book was 3.26. The highest circulation, 136 volumes, occurred February 23, and the lowest, 30, occurred on September 13. The average circulation was 67 volumes.

The following lectures were given at this Branch during the year:

"Camping and Canoeing in Canada," the Rev. Kenneth G. Murray, January 25.

"A Summer Sojourn in England and Wales," the Rev. DeWitt M. Benham, February 19.

"Musical Recital," Miss Helen R. Kinsman and Mr. Maurice Eisenberg, March 2.

"Costa Rica," William W. Janney, March 15.

"An Evening with the Bentztown Bard" (Folger McKinsey), with music, April 15.

"California," Bernard C. Steiner, November 9.

"Religions of the World As Practiced Today," William Grecht, December 9.

"In the spring our reading rooms were filled in the afternoon and evening with girls and boys from the sixth, seventh and eighth grades in the schools, gathering all information possible on different subjects given them by their teachers for home and composition work. We were kept busy instructing the children how to use the reference books; also helping them to find the various subjects.

"A gentleman told one of the ladies 'that by using books drawn from this Branch he had learned to make glue, and in this way he was able to clear twenty-five hundred dollars last year.'

"Our Girls' Club was a success this year. They have taken considerable interest in all of the lectures and always discuss

them in their meetings. The girls were also taught how to use the reference books, and each week they have some subject to look up, such as: 'Name three ways how to tell when an egg is fresh or stale, and why.' The Small Girls' and Boys' Club is very interesting.

"We have had very interesting bulletin boards on Canada, Panama Exposition, Abraham Lincoln and Washington. The one on Washington has been greatly admired. The teachers in school had their scholars write compositions about it. This board was arranged so that all views of the City of Washington were grouped together. For instance, the Congressional Library and as many of the interior scenes as we could get were placed together; so on with all the principal buildings, then the principal avenues. With these was a synopsis of the city, then scenes from the life of Washington and his old homestead, together with a short account of his life. It was very pleasing to see the children come in and examine the board very carefully, then compare our notes with the encyclopedia, and finally write their compositions.

"The Warner, Lawrence and St. Paul Guild Houses, also the Second Lutheran and Christ Lutheran churches, have circulating libraries containing many works of fiction, all within walking distance of this Branch. Since the remodeling of Branch No. 2, we find the same condition existing as when Branch No. 3 was remodeled. Many persons living near these Branches, preferring open shelves, formerly came to our Branch, but they are now leaving to patronize the Library nearer home.

"Trees were placed on the sidewalk around the building by the City Forester, and improved the appearance of the place.

"As at the other Branches, steel book supports replaced the bricks on the shelves.

"Although the home circulation of books has slightly decreased, the reference work has been heavier this winter than at any time since the Branch opened. It is very encouraging to see girls and boys that previously we had so much

trouble with, sitting at the table with pencil and paper, busily copying references from different books. It has been quite an undertaking to teach each one how to use the reference books, but they are soon able to do their own work unassisted. Although closing time is 9 o'clock, we frequently are here at 9.30, hunting up reference work for several of the teachers, for we do quite a bit of work for the Teachers' Training School. We hope that this work will continue and grow.

"Our attendance at the lectures in the autumn was not so large as we should have liked it to have been, but we could account for this by the moving picture parlors. They were showing special films both of those nights. The majority of people will pay ten cents to go and see a picture show that only amuses for the time, rather than come to a free lecture which will instruct as well as entertain."

BRANCH No. 13—LINWOOD AVENUE, NEAR PATTERSON PARK.

The home circulation amounted to 38,032 volumes, of which number 29,737, or 78 per cent., were works of fiction. In addition, 1,408 books were circulated through delivery from the Central Library. The average circulation of each book was 6.17. The highest circulation, 245 volumes, occurred February 2, and the lowest, 39, occurred September 13. The average circulation was 124 volumes.

Boy Scouts, Troop 72, continued to meet in this building.

The following lectures were given at this Branch during the year:

"A Trip to Jamaica and Panama," Bernard C. Steiner, January 19.

"Musical Recital," Miss Helene Broemer and Mr. Adolph Torovsky, students of the Peabody Conservatory of Music, February 16.

"History and Development of the Telephone," J. O. Martin, March 29.

"Italy and the Italians," the Rev. Clayton H. Ranck, April 19.

"The Holy Land As It Is Today," William Grecht, November 23.

"California," Bernard C. Steiner, December 14.

The Branch Librarian writes:

"As I look backward over the year two questions come uppermost in my mind, viz: Have the past twelve months been successful? and, Am I satisfied with the progress of the past? I think I can answer each with one word. To the first, "Yes"; to the second, "No." It is contrary to human nature to rest contentedly on the victory of the past, rather it kindles the flame of energy and makes us strive even harder to work for a harvest of gain in the future. We have endeavored to our utmost to bring before the public the usefulness and advantages which the Library affords, and that the efforts have been rewarded can be seen from the following figures: in 1914 we registered 774 persons, and circulated 33,870 books. In 1915 we registered 849 persons, and circulated 39,440 books, which made an increase in circulation of 5,570 books. We are always very grateful when we find those outside the Library interesting others in our behalf; therefore, we feel greatly indebted to the Sisters of St. Francis, who are connected with St. Elizabeth's Church on East Baltimore street. Not only do they send their students around to procure books for school work and recreation, but they frequently come or send around for books for themselves.

"Though our clubs may not be quite as large in numbers as we should like them to be, I am sure there is no greater enthusiasm or interest shown elsewhere. I have on roll for my Little Folks' Club forty members, of which number there is an average attendance of twenty-five earnest and attentive little ones. I have rearranged my former plan of conducting my hour with them to the extent of spending the last fifteen minutes to teaching and playing Folk Games. The first half hour is devoted to the reading and telling of stories, fables and fairy tales; then for fifteen minutes we have recitations and a general talk about whatever topic I gave them the previous week to read about. Such topics as these have been included: Who was William Tell and tell in

your own words the story of the famous apple? Of what colors is the American flag composed and tell what each color indicates?

"We had an excellent course of lectures during the year, and it was very disappointing to see that so few adults take advantage of them. The young folks are always most interested in them, and if they could only imbue their elders with a portion of their interest what splendid audiences we would surely have."

In the autumn the window frames, iron gratings and doors were painted, which has added much to the outside appearance of the building.

As the result of the early opening of the Playground at Patterson Park the little children's clubs were disbanded earlier than usual, the girls' closing about the middle of April and the boys' the first of May. The older girls continued their meetings until May 11. All of the clubs met with greater success than they did the previous year, and those in charge of them really felt very much encouraged.

We have no index to short stories, so we begun working on one for the benefit of those desiring the information and also for the help it will be to us in our efforts to assist them. This index will include all of the short stories and essays that are contained in the books in this Library, and in the case where one story may be found in several different books the one slip bearing the title of the story will also bear the several different numbers. It will require some time to complete this index, but when finished it will be unending in its source of help and convenience.

We are very pleased to report that the behavior of the children of the neighborhood has greatly improved, but we are still careful to remind the policeman that it is very necessary not to relax in his attention, for we can never tell just when trouble may arise again.

Since the wire fencing was placed about the lawns we have found that few children play on the grass, consequently it has been given a better chance to grow and has looked very much better this summer.

BRANCH No. 14—FOREST PARK.

The home circulation amounted to 12,580, of which number 10,193, or 81 per cent., were works of fiction. In addition, 900 books were circulated through delivery from the Central Library. The average circulation of each book was 2.12. The highest circulation, 84 volumes, occurred on February 27, and the lowest, 7, occurred on June 2. The average circulation was 41 volumes.

The circulation at this Branch has increased considerably during the year, and we hope that sufficient interest in lectures may develop in order to warrant us to reopen the Lecture Hall. In every month but one there was a substantial increase in the number of books given out. Miss Christina Neugebauer was permitted to have the use of the hall for a piano recital of her students on June 12, on which occasion an entertainment was given which pleased many persons.

At stock-taking there were no books missing, this being the second year in which no books were lost.

A cement sidewalk was laid by the City on Garrison and Fairview avenues.

"On the Fourth of July the Improvement Association of Forest Park decorated the Library and grounds most attractively with flags, lanterns and colored lights.

"From very early in spring until late autumn we had flowers, either cultivated or wild, constantly in our prize baskets, and sometimes it would be hard to decide which was the more beautiful, the cultivated forsythia, lilacs, spirea, snowballs, iris, etc., or the lovely wild azalea, honeysuckle, dogwood, violets, bluets and buttercups.

"We placed on a table in the spring many of our books on birds, butterflies and wild flowers, and to add interest to this collection we cut out pictures of birds printed on cardboard in natural colors and placed these pictures around in flying and perching attitudes. A cardboard representation of red tulips

in a green box also added interest to this group. The whole was much admired, especially by the children. We also placed two dozen colored plates of birds around the room and posted lists of books on butterflies, wild flowers, birds, nature in fiction and a complete list of all the nature books we have in the Library. A sign on the door invited the public in to see our birds, etc.

"Out of doors we have been quite as active. With our prize money and kind donations of our patrons we purchased a nice little collection of flowering shrubs. Our selection, over which we spent much thought, we believe is a good one. It consists of Hydrangeas, Double-flowering Almond (pink and white), *Barberris thunbergii*, Pink Crape Myrtle, Flowering Crab, *Deutzia Crenata rosea plena*, *Deutzia alba*, *Viburnum Plicatum*, *Pyrus Japonicus*, *Spirea Van Houttei*, *Spirea Prunifolia*, *Syringa Philadelphus grandiflorus* and Pink Weigelia.

"One of our patrons gave us a great many iris roots, which are growing splendidly. We ourselves have made contributions of rose bushes, lilacs, althea, lily of the valley, forsythia, strawberry shrub and planted nasturtiums."

In the autumn three clubs were organized—a children's hour, a girls' club and one for small boys.

Visits were made to the Kelso Home and the schools in the endeavor to increase the circulation, and lists of titles of books suitable to the children were sent to the schools.

The Custodians of Branches Nos. 7 and 14 exchanged places in the latter part of the year.

On our bulletin board we placed in December pictures of the Central Library and its Branches, stating where each building is located and also saying that all cards of The Enoch Pratt Free Library can be used at any of these Branches. It is surprising to know the number of people who did not understand they could use the same card at any Library. One lady destroyed her cards, thinking she could use them only at the Branch from which she registered; so she was compelled to pay for new cards. As we receive a ticket for a lecture it is placed beside the Branch, show-

ing the public where they can spend a pleasant evening without cost. This poster has been a help to the public, so we feel very proud of it.

Quite a number of plants have been presented to the Library. Some we distributed through the building and two hydrangeas were placed on the lawn. We hope as spring approaches to have many more.

BRANCH No. 15—HOMESTEAD.

The home circulation at the Branch amounted to 13,650, of which number 11,290, or 83 per cent., were works of fiction. In addition, 1,195 books were circulated through delivery from the Central Library. The average circulation of each book was 2.46. The highest circulation, 93 volumes, occurred on February 2, and the lowest, 11, occurred on October 1. The average circulation was 44 volumes.

The following lectures were given at this Branch during the year:

"Musical Recital," Miss Madeline Heyder and Miss Helene Broemer, students of the Peabody Conservatory of Music, January 28.

"A Trip to Jamaica and Panama," Bernard C. Steiner, Ph. D., February 23.

"History and Development of the Telephone," J. O. Martin, March 25.

"Forestry," F. W. Besley, April 13.

"From Niagara to the Sea," the Rev. Kenneth G. Murray, November 8.

"California," Bernard C. Steiner, Ph. D., December 7.

The circulation at this Branch diminished, because the street car company in February began charging a regular fare on the car that passes the door, on which it was previously possible to ride without extra payment. In the fall a cement pavement was laid immediately in front of the building in the hope of diminishing the dampness in the basement. This took away

some of the space previously used for flowers, but there are still a number of attractive beds upon the lawn. In the early part of the year a cabinet was placed in the Branch for the exhibition of the collection of coins and a beginning of an interesting museum has been made.

**BRANCH No. 16—KEYWORTH AVENUE, NEAR PARK HEIGHTS
AVENUE, PIMLICO.**

The home circulation at the Branch amounted to 13,913, of which number 11,453, or 82 per cent., were works of fiction. In addition, 726 books were circulated through delivery from the Central Library. The average circulation of each book was 2.38. The highest circulation, 112, occurred on February 23, and the lowest, 17, occurred on October 7. The average circulation was 45 volumes. The circulation at this Branch was larger in 1915 than in any previous year.

The following lectures were given at this Branch:

"Camping and Canoeing in Canada," the Rev. Kenneth G. Murray, January 21.

"History and Development of the Telephone," J. O. Martin, February 12.

"Musical Recital," Miss Esther Cutchin and Mr. Eugene Martenet, students of the Peabody Conservatory of Music, February 26.

"An Evening with the Bentztown Bard (Folger McKinsey,) March 23.

"Some Modern Poets," the Rev. Robert E. Ziegler, April 16.

"Ceremonial Dances and Songs of the Pueblo Indians," Dr. Nellie V. Mark, November 15.

"Jerusalem," the Rev. Arthur C. Powell, December 2.

A change in the Branch Librarians took place about the middle of the year, the former incumbent of the position being transferred to Branch No. 17. Under both of the Branch Librarians the work has been well carried on.

"A bird table in May was greatly admired. Cardboard birds in natural colors were placed among the books and flowers on the table and others suspended in the air over the table, giving an artistic touch to the usual neutral tints of the Reading Room.

"A fine hedge was planted around the front of the Library and added much to the appearance of the place. The Women's Civic League very kindly gave us our window boxes for the third year.

"The Keyworth Debating Club made good progress. It is surprising to see how, after spending every night at home studying for school, these boys come to their club on Friday evenings, eager for the debate to be held on that evening. These debates are not play or pastimes, but real work. The boys' aim is to have their parents and friends come once a month, enjoy with them their debates and declamations and see for themselves how their time is spent at the Library club meetings. Then the Ladies' Reading Club, like the Keyworth Debating Club, has been equally encouraging, although we have not a great number of members. It is strange that we have only those that are well read who come to this club. Of course, this makes the club a very interesting one, but we feel that we ought to be able to hold the interest of those who do not read for themselves.

BRANCH NO. 17—NORTH AVENUE, NEAR SMALLWOOD STREET,
EASTERWOOD.

The home circulation at the Branch amounted to 31,075, of which number 27,035, or 87 per cent., were works of fiction. In addition, 1,187 books were circulated through delivery from the Central Library. The average circulation of each book was 6.44. The highest circulation, 187, occurred on September 7, and the lowest, 53, occurred on August 24. The average circulation was 101 volumes.

The following lectures were given at this Branch during the year:

"An Evening with the Bentztown Bard" (Folger McKinsey), assisted by the Rev. Robert E. Ziegler on "Modern Poetry," January 21.

"Musical Recital," Miss Dorothy Escher, Mrs. Louise E. Ford and Mr. Adolph Torovsky, students of the Peabody Conservatory of Music, February 9.

"Maryland's Fisheries Resources," Swepson Earle, February 26.

"Camping and Canoeing in Canada," the Rev. Kenneth G. Murray, March 9.

"Cliff Dwellings and Ceremonial Dance of the Pueblo Indians," Dr. Nellie V. Mark, March 26.

"Public Debate," April 9.

"Forestry," F. W. Besley, April 12.

"Public Debate," May 4.

"The Holy Land," the Rev. Arthur C. Powell, November 29.

"Ceremonial Dances and Songs of the Pueblo Indians," Dr. Nellie V. Mark, December 10.

The Hawthorne Literary Society of Boys in the first month of the year were extremely active, and engaged in joint debates with two public schools in the neighborhood. It was found impossible to reorganize this club in the fall, partly due to the fact that the boys were somewhat older, and partly to the fact that their former chief had been transferred to another Branch Library.

"At the beginning of the year, the club of girls took up Louisa May Alcott's life as a study, and sketches of all her books as they read them. They took quite an interest in this work and did very well with it.

"The Red Cross Society made this Branch one of their distributing centers. We gave them the use of the cupboard in the club room. The members took articles of clothing to their homes, and after making them returned them to us to be called for by the Society. The Maryland Branch of the National League of Women Workers secured permission from the Trustees of the Library to hold their meetings each month in the Lecture Hall of this Branch, and met several times there.

"The ground directly behind the Library was covered with rich soil and seeded in the spring, and a very good lawn was

the result of this improvement. The janitor worked, as he had opportunity, on the rear lot, and we hope next year to be able to complete the grading of this lot and to sow seed in it."

The Branch Librarian reports that the year was notable for:

"A circulation which has fallen very little below the average circulation for 1914—the opening year; three clubs, viz: a women's reading-aloud club, a club for girls over fifteen years of age, a story-hour club for little children, with a membership of 33; the placing in the Reading Room of a dictionary stand and two large wicker baskets filled with Boston fern; at least one copy of several of the newer books—enough to keep our public satisfied; numerous attractive bulletins, among them an agricultural bulletin, which won for us the prize for November; one hundred bulbs planted out for spring blooming; a well-attended course of lectures, and a good janitor, who keeps the place spotless all the time.

"The large circulation continuing through the second year shows that this Library has become a factor in the life of the neighborhood, and that it is not merely a fad. The Reading Room is well occupied, many men spending a great deal of time here doing serious reading.

"The bindery work here never grows less. It is an important item in the running of this Branch, and it is kept up in a most satisfactory manner by the assistants. This, combined with our large circulation, our clubs and our lectures, causes the staff of three to be kept quite busy."

BRANCH No. 18—DARLEY AND CLIFTON PARKS.

The Building Committee of the Board of Trustees selected Mr. Otto G. Simonson as the architect for this building. Plans were prepared by him, but nothing further was done during the year, inasmuch as unexpected delay prevented the opening of the streets upon which the Library will be located. We hope, however, that we shall be able to begin work at the Branch in a very little time.

LIBRARY STAFF.

In addition to the Librarian and Assistant Librarian, who are the officers of the Library, there are employed in the various departments 123 persons, of whom 28 are men and boys, and 95 are women. We have had the services of 52 substitutes during the year, within which time there have been 19 resignations and 26 appointments. The staff and employees of the Library are divided into departments. In the Librarian's office are the Librarian's secretary, two clerks and the messenger. In the Order Department there are three clerks. In the Reference Department are the superintendent and six assistants. In the Cataloguing Department are the head cataloguer and twelve other cataloguers (two of the cataloguers in rotation are detailed for work at the delivery and registration desks), a shelf-list clerk and an additional assistant. In the Bindery Department are a chief clerk and two assistants. The Circulation Department has a general superintendent, under whose direction is the circulation of books and the training of apprentices. In the Delivery Department at the Central Library are an assistant superintendent of delivery, together with eleven women and three boys, in addition to the catalogue clerks detailed from time to time (one of the delivery clerks in rotation is usually employed in the elementary work of cataloguing). The registration of borrowers occupies the time of a registration clerk in addition to assistance given by the detailed cataloguers. The Open-Shelf Department has a chief and two assistants. In the delivery of books from the Central Library to Branches and Stations, to schools and other institutions are a superintendent and two assistants. In the Branches and Stations are an inspector, seventeen women as Branch Librarians and twenty-nine as assistants. There are also employed five janitors in the Central Library and sixteen in the Branches.

Each young woman who makes application for a position in the Library is expected to have the equivalent of a High

School education, and we have been pleased to find some Goucher College students on our list. The approved applicants, as apprentices, are given training in the elementary processes of library work, both at the Central Library and at a Branch, usually Branch No. 1. If they satisfactorily pass through the apprenticeship, they are placed upon the list of substitutes whom we utilize when members of the regular staff are absent through sickness, etc., and on account of the summer furloughs. From these substitutes appointments are made, and promotion follows, as it has done for twenty years, in accordance with the merit system. We have been fortunate in finding a sufficient number of eligible persons to serve as substitutes, but a number of times the list has been perilously small, and our inadequate salaries do not give the desired incentive to young women to make application for positions in this institution.

Constant emphasis has been laid upon the necessity of efficient and cheerful aid to our borrowers by all the employees of the Library who come in contact with the public.

After giving a careful consideration to the question of the number of hours of work which should be required from the women who are members of the staff, the Board of Trustees decided last year to fix them at forty-four hours a week, except during the summer, when a reduction is made. Efficient and hearty service is rendered by those employed by the Library, and the fact that they are inadequately remunerated has had very little effect upon the faithfulness of the service rendered. Our salaries are much less than those given in any other important City Library, and an appropriation requested to enable us to increase salaries was not among those appropriations made in the Ordinance of Estimates.

RELATIONS WITH OTHER LIBRARIES.

The Maryland Public Library Commission has sent out its Traveling Libraries from our building, and has worked with us in distributing books for the blind as usual.

I acted as chairman of the Committee on Federal and State Relations of the American Library Association. I was unable to attend the Annual Conference of the American Library Association in June, but represented the Library at the meeting of the Library Section of the National Education Association at Oakland, Cal., on August 24. At that time I read a paper upon the "Library as a Continuation School." This address will be published in the Library Journal and in the annual volume of Proceedings of the Association, before which it was read. An article entitled "The Librarian as a Literary Critic" appeared in the Dial for December 1.

The Assistant Librarian, who became greatly interested in Public Documents during the rearrangement of and addition to our collection, prepared in consequence thereof a pamphlet entitled "A Description of Federal Public Documents," which will be published shortly, and which, I believe, will be found extensively useful by librarians.

As in previous years, so in the past year, we have received invitations to attend the opening of new library buildings in other cities, and although it has been impossible to accept them, it was a pleasure to attend by invitation the exercises attendant upon the dedication of the State Normal School Building near Towson.

CHARGES AND DAMAGES.

As usual, only a small number of books were lost by borrowers during the year. In addition to the 375 books missing at stocktaking, 145 were lost and paid for and 26 lost without payment; 48,218, or 1 in every 14, were kept out over two weeks, so that their borrowers became liable for charges. For the most part these charges have been duly collected and paid over to the Treasurer.

RECEIPTS AND EXPENDITURES.

The Librarian has paid to the Treasurer the following amounts: From charges and damages, \$2,579.42; from the sale

of Finding Lists and Bulletins, \$37.10; miscellaneous receipts, \$493.97. The expenses for the year have been as follows: Books, \$16,178.46; periodicals, \$2,465.95; binding, \$4,538.56; construction and repairs, \$5,780.04; Library of Congress cards, \$900.00; stationery and supplies, \$1,966.03; insurance, \$1,392.78; furniture and typewriters, \$1,127.80; drayage, \$808.50; rent, \$630.02; coal, \$3,140.98; light, \$3,264.29; printing, \$601.36; miscellaneous expenses, \$3,177.01; salaries, \$55,361.63; property account, \$316.85; grand total, \$101,650.26.

The forty-eight thousand three hundred dollars (\$48,300) appropriated in the Ordinance of Estimates for the year was distributed therein as follows: Maintenance of Branches Nos. 9, 12, 13, 14, 15, 16 and 17; built from Carnegie Fund, being 10 per cent. of amount expended for the buildings, \$18,300.00; maintenance of Branch No. 8, \$2,500.00; maintenance of Station No. 10, \$1,000.00; maintenance of Station No. 11, \$1,000.00; remodeling of Branches Nos. 2 and 7, \$2,000.00; salaries of Library Staff, \$2,500.00; purchasing, cataloguing and binding books, Branches Nos. 1 to 17, \$12,000.00; reconstruction at Central Library, \$4,000.00; maintenance and equipment of addition to Central Library, \$5,000.00; total, \$48,300.00.

The Board of Estimates appropriated \$52,000 for the year 1916, distributed as follows: Maintenance of Branches Nos. 9, 12, 13, 14, 15, 16, 17, 18, \$21,000.00; maintenance of Branch No. 8, \$2,500.00; maintenance of Stations Nos. 10 and 11, \$2,000.00; maintenance of salaries, \$2,500.00; purchasing, cataloguing and binding books, Branches Nos. 1 and 17, \$12,000.00; purchase, etc., of books for Branch No. 18, \$3,000.00; equipment and maintenance at Central Library of Open-Shelf, Technological and Children's Department, \$9,000.00.

With thanks for the courtesy and co-operation received from the Board of Trustees, I am,

Very respectfully,

BERNARD C. STEINER.

January, 1916.

TABLE A.

Circulation in 1915 by Classes—Central Library and Branches.

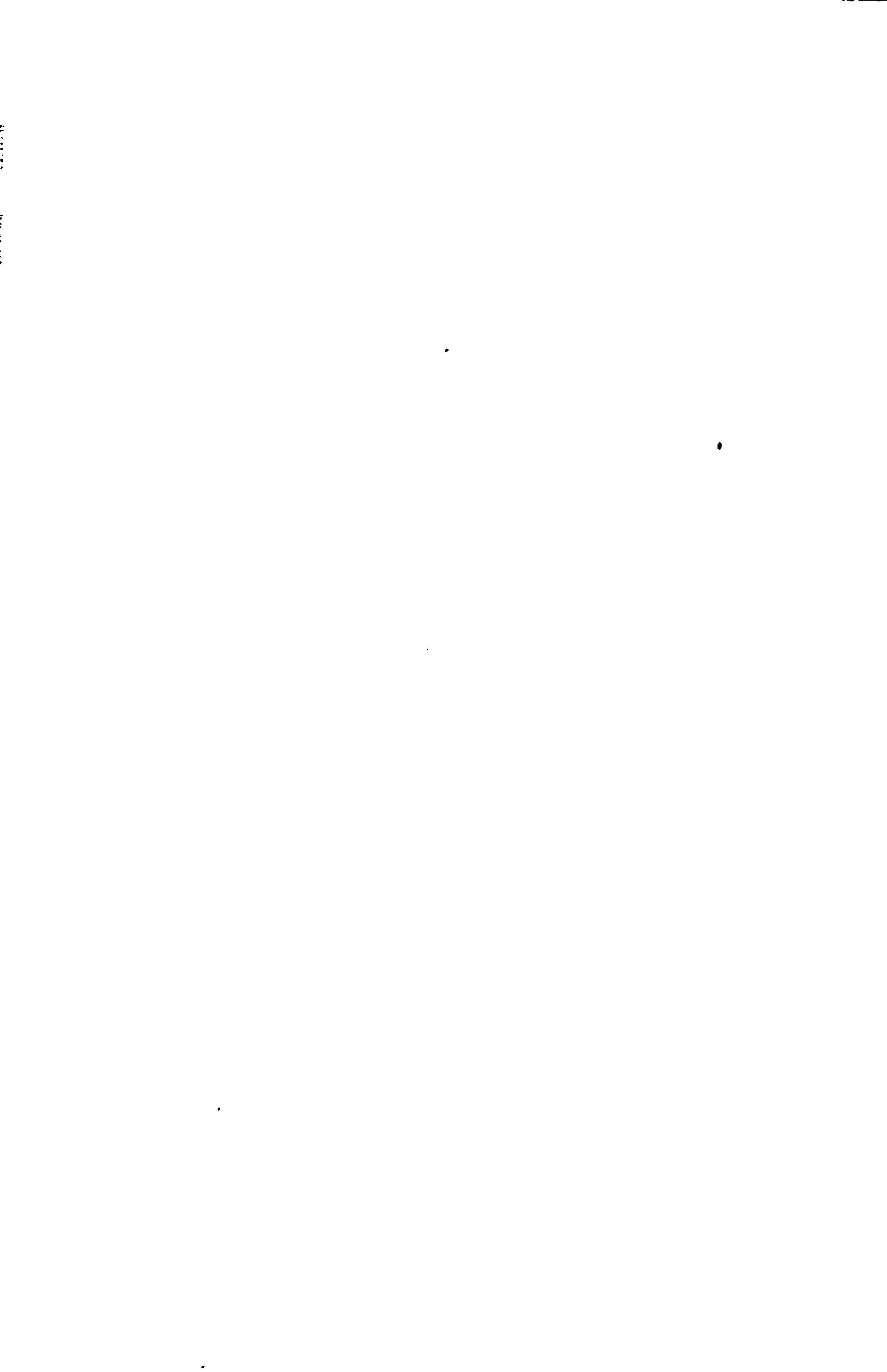
Classification.	Biography.	History.	Travel.	Science and Art.	Miscellaneous Works.	Foreign Languages.	Total.	Circulation from Central Library Through Branches and Stations.	Total House Circulation.	Reference Circulation.	Total.
Central Library.....	3141	11982	946	18285	18385	2381	181004	181004	70774	351780
Percentage.....	08—	07—	01—	10+	10+	01+	73—	28+
Central Library—Open Shelf.....	128	388	57	72	168	6	2228	2228	3228
Percentage.....	06—	17+	03—	03+	06—
Schools, Etc.....	487	1531	115	1138	1534	81	22871	22871	22871
Percentage.....	08+	07+	01—	06—	07—
Branch No. 1.....	452	1534	96	1112	2027	31150	796	31945	31945
Percentage.....	01+	06—	04—	07—
Branch No. 2.....	678	2390	248	1643	1630	6	45768	900	46768	879	47687
Percentage.....	01+	06+	01—	04—	04—	08+	08—
Branch No. 3.....	408	2417	180	1523	1702	127	39004	518	39612	39612
Percentage.....	01+	04+	04—	04+
Branch No. 4.....	385	2431	178	1477	2723	403	34306	878	35285	35285
Percentage.....	01+	07+	01—	04+	06—	01+
Branch No. 5.....	571	2694	164	1709	1702	363	40384	459	41343	41343
Percentage.....	01+	07—	04+	04+	01—
Branch No. 6.....	494	1680	252	1059	2038	1	28767	1439	30206	30206
Percentage.....	02—	06—	04—	07+
Branch No. 7.....	250	1032	40	668	1179	30	20372	440	20812	486	21010
Percentage.....	01+	05—	03—	06—	08—	08+
Branch No. 8.....	228	617	49	765	1257	24	18864	1822	20476	20476
Percentage.....	01+	06+	04—	07—
Branch No. 9.....	131	871	68	647	620	34	18480	3961	15811	18811
Percentage.....	01—	06+	05—	06—
Station No. 10.....	261	1279	45	604	528	129	18968	2577	21545	776	22515
Percentage.....	01+	07—	06+	08—	01—	97—	08+
Station No. 11.....	174	1584	88	671	1500	36	41614	3382	45976	1698	51674
Percentage.....	04—	02—	04—	97—	08+
Branch No. 12.....	209	1048	87	561	813	41	20878	1184	21777	21777
Percentage.....	01+	06+	05—	04—
Branch No. 13.....	413	2442	216	2271	1948	104	33032	1406	34440	34440
Percentage.....	01+	06+	01—	05—	05+
Branch No. 14.....	159	518	68	605	676	39	12530	900	13430	13430
Percentage.....	01—	04+	01—	05—	06+
Branch No. 15.....	143	491	59	538	721	33	12850	1136	13985	14345
Percentage.....	01+	04—	04+	06+
Branch No. 16.....	182	721	71	631	794	24	13913	726	14639	14639
Percentage.....	01—	06+	01—	04+	05+
Branch No. 17.....	222	1179	114	947	967	140	81076	1197	82273	82273
Percentage.....	01+	04—	03—	08+
Through Branches & Station Percentage.....	644	1431	73	2272	2760	480	37161
Percentage.....	02+	08+	11—	10+	08—
Total.....	60502	40500	3036	40178	42046	4419	686113	686113	74284	770787
Percentage.....	01+	01—	04—	07—	01—	07—	10—

TABLE B.
Circulation of Books in 1915 by Months—Central Library and Branches.

Months.	Totals 1914.	Totals 1915.	Central Library.	Central Library Open Shelf.	Branch No. 1.	Branch No. 2.	Branch No. 3.	Branch No. 4.	Branch No. 5.	Branch No. 6.	Branch No. 7.	Branch No. 8.	Branch No. 9.	Station No. 10.	Station No. 11.	Branch No. 12.	Branch No. 13.	Branch No. 14.	Branch No. 15.	Branch No. 16.	Branch No. 17.	Through Branches.	Through Schools, Etc.
January...	68754	76608	25750	2684	4759	4241	3405	3888	2732	2170	1753	1441	2107	4281	2042	3728	1013	1339	1296	2929	2553	2497
February...	63837	74022	24121	2966	4031	4222	3592	3944	2642	2141	1701	1402	2086	3770	2085	3765	1018	1345	1363	2813	2517	2498
March...	72228	80151	26430	3361	4129	4560	3734	4362	3040	2272	1834	1510	2173	4066	2217	4142	1105	1459	1672	2974	2851	2260
April.....	64155	64582	23112	2507	3628	3325	2710	3286	2328	1685	1461	1028	1670	3443	1721	2885	986	1141	1139	2300	2328	1899
May.....	54564	61694	21795	2453	3573	3129	2688	3209	2255	1620	1377	1009	1602	3490	1638	2605	965	1139	1065	2226	2285	1571
June.....	52430	59104	18648	2492	3905	2925	2502	3215	2089	1768	1495	987	1644	3694	1620	2819	998	1039	1095	2501	2079	1589
July.....	56092	58983	17821	2668	4557	2766	2412	3288	2238	1589	1802	869	1848	3649	1590	2762	1058	979	1108	2656	1836	1387
August....	55029	58231	18417	2737	4304	2559	2576	3285	2139	1358	1745	850	1511	3868	1490	2778	1033	1047	975	2506	1796	1257
September.	49772	52000	16574	270	2232	3231	2210	2208	2782	2135	1286	1472	763	1262	2878	1336	2502	904	1020	943	2300	1964	1728
October...	65092	60741	20210	688	2313	3165	2760	2721	3041	2514	1458	1508	971	1272	3184	1529	3205	1016	1060	1079	2625	2315	2107
November.	67969	64529	20288	712	2395	3846	3068	2895	3486	2663	1672	1510	1205	1198	3251	1663	3612	1388	1138	1178	2738	2352	2271
December.	68614	60092	18614	558	2342	3519	3329	2762	3098	1992	1551	1296	1415	1368	3738	1742	3229	1096	944	1000	2507	2185	1807
Totals...	738536	770737	251780	2228	31150	46647	39094	34205	40884	28767	20570	18954	13450	19741	43312	20673	38032	12580	13650	13913	31075	27161	22871

Classification	Fiction and Juveniles	Poetry and the Drama	Biography	History	Travels	Science and Art	Miscellaneous Works	Foreign Languages	Reference Books
BRANCH No. 1.	4339 Circulation Average circulation of each book	700 740 1.06	1076 432 4.3	2337 1284 1.85	211 66 4.5	1303 1112 51	2371 2377 61	115	208
BRANCH No. 2.	4378 Circulation Average circulation of each book	708 994 1.41	286 678 7.5	3102 2330 1.12	184 202 1.42	1313 1648 1.35	3104 1680 51	108	209
BRANCH No. 3.	4041 Circulation Average circulation of each book	546 797 1.45	661 604 60	1744 2417 1.38	166 150 1.15	1102 1233 1.32	2329 1703 67	98	221
BRANCH No. 4.	3361 Circulation Average circulation of each book	539 734 1.34	600 325 64	1687 2431 1.44	183 179 1.17	1117 1477 1.32	2023 2723 76	31	249
BRANCH No. 5.	4420 Circulation Average circulation of each book	678 1144 1.69	671 671 65	3089 2624 1.23	133 164 59	1236 1706 1.31	2071 1702 55	116	207
BRANCH No. 6.	3302 Circulation Average circulation of each book	644 726 1.14	320 694 60	1997 1660 53	167 122 79	1255 1089 87	2707 2062 76	72	203
BRANCH No. 7.	3130 Circulation Average circulation of each book	319 654 1.73	434 230 57	1220 1002 51	26 40 45	771 648 73	1632 1179 71	43	212
BRANCH No. 8.	2303 Circulation Average circulation of each book	232 254 1.41	413 233 56	221 617 66	157 49 35	541 746 1.37	1115 1297 1.12	17	123
BRANCH No. 9.	2326 Circulation Average circulation of each book	183 296 1.78	276 131 47	880 571 1.01	29 93 1.43	627 647 1.30	508 680 76	14	112
BRANCH No. 10.	1081 Circulation Average circulation of each book	35 297 4.55	113 251 2.12	296 1579 3.25	22 45 2.04	126 604 4.44	306 1233 1.72	15	28
BRANCH No. 11.	1305 Circulation Average circulation of each book	123 723 5.33	174 2.09	236 1634 3.37	27 26 2.36	141 671 4.75	355 1600 4.22	13	115
BRANCH No. 12.	2303 Circulation Average circulation of each book	229 403 1.75	245 309 60	1038 1043 1.01	64 57 1.36	626 961 1.75	1094 812 74	17	125
BRANCH No. 13.	2434 Circulation Average circulation of each book	309 908 4.81	432 413 97	1120 2443 2.13	69 215 3.11	626 2271 4.31	1243 1943 1.56	24	108
BRANCH No. 14.	2400 Circulation Average circulation of each book	312 224 1.32	407 169 39	1301 513 47	59 66 74	545 606 1.07	1036 676 65	13	26
BRANCH No. 15.	2146 Circulation Average circulation of each book	214 223 1.53	397 143 36	1178 491 41	63 69 38	531 536 1.12	903 721 79	17	26
BRANCH No. 16.	2273 Circulation Average circulation of each book	222 197 5.03	406 133 32	1276 721 56	34 71 34	442 531 1.21	1036 734 70	13	69
BRANCH No. 17.	2173 Circulation Average circulation of each book	133 441 2.79	230 232 1.11	968 1179 1.23	23 114 1.37	316 947 2.99	723 967 1.31	20	26

TABLE E. — *Comparative Library Statistics of Baltimore and Other American Cities.*





THE
Enoch Pratt Free Library

OF BALTIMORE CITY

THIRTY-FIRST ANNUAL REPORT

OF THE

LIBRARIAN

TO THE

BOARD OF TRUSTEES

FOR THE YEAR 1916

BALTIMORE

1917

ENOCH PRATT
Photograph taken by Hallwig, 1894

THE
Enoch Pratt Free Library
OF BALTIMORE CITY

THIRTY- FIRST ANNUAL REPORT
OF THE
LIBRARIAN
TO THE
BOARD OF TRUSTEES
FOR THE YEAR 1916

BALTIMORE

1917

(Seal of the City of Chicago)
Library

BOARD OF TRUSTEES.

JAMES A. GARY,
CHARLES J. BONAPARTE,
EDWARD STABLER, JR.
HENRY DUFFY,
HENRY STOCKBRIDGE,

HENRY D. HARLAN,
ELI FRANK,
WILLIAM G. BAKER, JR.
THOMAS S. CULLEN.

OFFICERS.

President, CHARLES J. BONAPARTE.
Vice-President, HENRY STOCKBRIDGE.
Secretary, EDWARD STABLER, JR. Treasurer, WILLIAM G. BAKER, JR.
Librarian, BERNARD C. STEINER.
Assistant Librarian, LAWRENCE C. WROTH.

LIBRARY BUILDINGS.

- CENTRAL LIBRARY—106 West Mulberry Street, near Cathedral.
Annexes to Central Library—400 and 404 Cathedral Street.
- BRANCH 1—Corner of Fremont Avenue and Pitcher Street, near Lafayette Square.
- BRANCH 2—Corner of Hollins and Calhoun Streets, near Union Square.
- BRANCH 3—Corner of Light and Gittings Streets, near Riverside Park.
- BRANCH 4—Corner of Ellwood and O'Donnell Streets (*Canton*).
- BRANCH 5—Corner of Broadway and Miller Street, near Johns Hopkins Hospital.
- BRANCH 6—St. Paul Street, above Twenty-fifth (*Peabody Heights*).
- BRANCH 7—Falls Road below Thirty-seventh Street (*Woodberry and Hampden*). (Building and site given by Robert Poole, 1900.)
- BRANCH 8—Clifton Avenue and Hilton Street (*Walbrook*). (Building and site given by Francis A. White, 1907.)
- BRANCH 9—Corner Towson and Beason Streets (*Locust Point*). (Building given by Andrew Carnegie. Site given by B. & O. R. R.)
- STATION 10—Mott Street, near Corner of Gay (*Old Town*).
- STATION 11—1123 East Baltimore Street, near Aisquith Street.
- BRANCH 12—Corner Barre and St. Peter Streets (*Mt. Clare*). (Building given by Andrew Carnegie, 1908; purchase of site made possible by gift of Thomas J. Hayward.)
- BRANCH 13—Linwood Avenue, between East Fayette Street and Philadelphia Road, near Patterson Park. (Building given by Andrew Carnegie. Site dedicated to library by Mayor and City Council.)
- BRANCH 14—Garrison and Fairview Avenues (*Forest Park*). (Building given by Andrew Carnegie. Site dedicated to library by Mayor and City Council.)
- BRANCH 15—Gorsuch Avenue and Taylor Street (*Homestead*). (Building given by Andrew Carnegie. Site given in memory of Robert S. Carswell.)
- BRANCH 16—Keyworth Avenue, near Park Heights Avenue (*Pimlico*). (Building given by Andrew Carnegie. Site given in memory of William and Ellen Shirley.)
- BRANCH 17—North Avenue, near Smallwood Street (*Easterwood*). (Building given by Andrew Carnegie. Site given in memory of Leon Lauer.)
- BRANCH 18—Wolfe and Twentieth Streets (*Darley and Clifton Parks*). (Building given by Andrew Carnegie. Site given by Frank Novak.)

ANNUAL REPORT FOR 1916

To the Trustees of The Enoch Pratt Free Library:

For over thirty years Baltimore has possessed a Free Public Library, established through the munificence of Mr. Enoch Pratt, who gave for that purpose about \$1,150,000, in return for the creation by the City of an annuity of \$50,000 for library purposes. To that amount, in 1916, the City added \$52,000, by appropriation, to be raised from the tax levy. It is a pertinent question, What did the City receive for its people from the Library during 1916? A partial answer is:

1. A collection of 346,104 volumes for free use.
2. A circulation of 644,188 volumes to the homes of 44,795 borrowers.
3. The use of a card index to the volumes in the Library, which index comprises over half a million cards.
4. A trained and educated library staff, so as to make the information contained in the books available to the public.
5. Reference facilities for more than a million readers in the year.
6. The use of 508 current magazines in the Central Library and about 35 in each Branch Reading Room.
7. Forty-two lectures given in the nine lecture halls.
8. A well-equipped technological department, Children's Clubs and a Children's Department at the Central Library.
9. A Reference Department, which answers questions over the telephone.
10. An Open-Shelf Standard Branch Library.
11. Finally, a Central Library, sixteen Branches in buildings owned by the City and two Stations in rented rooms.

The Library has the same needs as last year, and these may well be repeated from the last Annual Report.

In future years the Library expects:

1. An additional Central Building constructed by the City at the cost of about three-quarters of a million dollars on Cathedral street adjoining the present building.

2. Twelve sites for Branches dedicated to library purposes, either by the City or by private beneficence.

3. Adequate maintenance by the City, so that the members of the staff, who should have at least as much educational training as teachers, may receive salaries equal to those paid by the City to teachers, and not, as at present, much less than those and also only from one-third to two-thirds those paid to the library staff in other cities.

4. Adequate maintenance by the City, so that the purchases of books may be sufficient to meet the people's needs and may approximate the amounts expended in other cities.

5. Additional appropriations, so that we may extend the usefulness of the Library as an educational institution and as a place whence healthy mental recreation may be obtained, by giving more lectures, printing more lists of books and entering into as many lines of usefulness as can be centered about the reading of books.

Looking backward over the history of the institution, the great usefulness to the City is clearly shown and is recognized not only by Baltimoreans, but also by those interested in libraries throughout the country. For example, the December, 1916, Ladies' Home Journal contained an article entitled "A Millionaire's Money," written by Andrew Carnegie, which contains the following paragraph:

"Many free libraries have been established in our country, but none that I know of with such wisdom as the Pratt Library in Baltimore. This was presented to the City and, with the balance of cash handed over, represented a total cost of one million dollars. Upon this Mr. Pratt required the City to pay five per cent. per annum, fifty thousand dollars a year, to the trustees for the maintenance and development of the Library and its Branches. Thus, by placing books within the reach of aspiring people, Mr. Pratt did more for the genuine progress of the people than has

been done by all the contributions of the millionaires to help those who cannot help themselves."

The question is a legitimate one, Why was Mr. Pratt's gift of so great value, or to view the matter under another aspect, what is the value of a public library to a city? One of the most eminent of American librarians, Mr. J. N. Larned, once said:

"The nature of the educating influence which a great public collection of books brings to bear upon a community, when the people have learned the habit of resorting to it and making active use of its store, is quite different from any other. There is no substitute for it. Schools and colleges put our young people in the way of education and equip them with the implements for it. They are at the end of their function when they do that. If we should depend upon them for the ripening of the culture that our city as a whole is to have, we should be satisfying ourselves with a very thin and shallow social development. I do not mean to imply that books, in school and out of school, are the supreme sources of culture, whether intellectual or moral, but I do say that, from first to last, they are the fertilizers for it, and that a great collection of books in a public library is a fountain of irrigation for every kind of fruitful planting that is done in the community around it.

"We have looked but a little way into its influence if we take account only of the set reading or set study which it encourages. The greater thing that it does is to produce among people a habit of following up the topics and questions in which their interest happens to be stirred, from time to time, by casual hints and circumstances. To make it common and habitual in some large circle of people to say, on such occasions, 'I will go to the library and investigate that point,' or 'I will get acquainted with that author,' or 'I will study the life and work of that man,' or 'I will look into that book'—according to the turn the suggestion has taken—to make this habitual and common, I say, is to set in action more penetrating energies and more potent agencies of education than can be organized in any school or college." (Buffalo Historical Society Publications, Vol. 19, pages 56-57.)

Another eminent librarian, Dr. Arthur E. Bostwick, in his important book, "The American Public Library," answers the question in the following fashion:

"The library is now required to be an active, not merely a passive, force; it not only guards and preserves its books, but it makes them accessible to those who want them and it tries to see that those who need them realize that need and act accordingly. The oldest libraries were storehouses, first and foremost; as their privileges were extended to larger numbers of persons, they tried more and more to aid their readers; they classified their books, arranged them systematically, catalogued them. But not until very recent years did the library begin to conceive of its duties as extending to the entire community, instead of being limited to those who voluntarily entered its doors. The modern public library believes that it should in all cases bring book and reader together.

"The American public, however, has come to consider the library as an essential part of its system of public education, and that the state should educate its citizens is now regarded by it as an axiom. The public library, indeed, is the only formal educational influence that is exerted through life. It is this view of the library that is at the base of what we have already named the modern library idea—the belief that the library should take its entire public as its clientèle and not simply that part of it which voluntarily seeks it out.

"But quite aside from its educational functions, there are other good reasons why the library should receive public support. It is good policy to encourage healthful and innocent forms of recreation; hence municipal parks and playgrounds. These offer physical recreation; the library furnishes intellectual entertainment—surely no less desirable and legitimate." (Pages 1, 25-26.)

Dr. Bostwick summed up his opinion in the title of an address he gave to the American Library Association at its meeting in 1916, namely, "How the Community Educates Itself." He elaborated his position in an important article, entitled "The Public Library as a Civic Asset," which was published in the

Monthly Bulletin of the St. Louis Public Library for August, 1916, and from which the following paragraphs are quoted:

"I submit that the kind of service the library is equipped to render to St. Louis trade and industries, and that it frequently is able to render, is physically and materially of the same character that business men receive from their own employes. It is as direct and it is far more certain, because the size and rapid increase of our body of material makes it possible for us to do the work for those in search of business information that a clearing-house is able to do for the city's banks. * * *

"We may say that the school, indispensable as it is, and worth far more than every cent spent upon it by the most advanced municipality, does little more than prepare the pupil for the work of self-education that is to go on through life. That process will go on as surely as life itself lasts. We cannot stop it, but we can prepare for it and direct it. We can do our part toward making it an education for efficiency instead of for slackness, for usefulness instead of for harm, for righteousness instead of for wickedness.

"The school prepares and the school directs; but our boys and girls leave its influence all too early. Here the library steps in again. It works co-operatively with the schools during the whole of the pupil's school life. He is familiar with it, and it is natural that he should continue to use it after he has left school. * * *

"We offer to those who make use of our facilities the education that they feel they need—that the schools have awakened them to desire, that they realize they must have. We have no hard and fast curriculum. There is no one to say 'must' or to inculcate a dislike of knowledge by forcing it. We do not teach that all wisdom is in books. Read, think, and do—those are our watchwords.

"Read, that you may start at the point where your wisest predecessor stopped; think, that you may go on a little farther still; do, that your reading and thinking may have some practical outcome in the world. * * *

"And, indeed, it seems to me personally that what I may call the atmosphere of books—their inspirational value—intangible

though it may be, perhaps, is the most noteworthy part of the library's value as an asset. Books, of course, are no mere combinations of paper, ink and leather; they are the records of human minds—the ladders by which we climb to heaven and sit there with the good and great of all ages. The inspiration that they give us is like the appetite without which no food may serve to nourish and sustain."

When we consider these statements and remember the truth of the sentence that "Not merely diffusion of knowledge, but the culture of a wise and discriminating understanding of life, must be the object of adequate education" (Continent, November 9, 1916, p. 1437), we at once have proven the great importance of a well-equipped public library to the people of any city.

The matter was well put by the Librarian of the Public Library of Cincinnati in his Report, 1914-15, thus:

"A man without memory has little usefulness in a community. A public library is the memory of the whole community. It contains the records of history, of literature, of science." (Page 18.)

The people of the city need to have the benefit of this memory and "The object of the public library is to bring the help of books to all the people of its community who need them." (New York Libraries, page 42, February, 1916.)

President John M. Thomas, of Middlebury College, Vermont, recently made a statement the truth of which is indisputable, when he said:

"The social needs of a civilized man include access to a collection of books larger than any ordinary citizen can afford to purchase or store in his home, with expert service as to their selection and use." (New York Libraries, page 46, February, 1916.)

In view of the innumerable occasions which all sorts of persons have to consult books, we realize that there is no exaggeration in the statement by the Trustees of the Newton, Mass., Free Library in their Report for 1915, that "No other department of the city enjoys an intercourse with the public which is so inclusive and intimate as is that of the library."

Yet the Library in Baltimore is not adequately appreciated by the municipality. Hardly any Library in the country receives a

less maintenance, proportionate to the needs of the city, than does our own. We must arouse in the people of Baltimore a full conception of the need of a well-equipped library system. The statement made by the President of the Library Board of the Minneapolis Public Library, in his Twenty-sixth Annual Report for 1915, is true with us in larger measure than in that city, that

"The real full value of a complete system has never been tested in this country or Europe. The value of the adequate school facilities being more primary, elementary and absolutely essential has been very promptly admitted and means for its establishment readily granted, while the very largely useful library facilities have been misapprehended and inadequately measured as public, educational and social features. * * *

"The library appropriations, limited in the past ten or fifteen years to an average of less than $\frac{3}{4}$ of a mill, is neither wise, judicious, nor reasonable, when viewed in the light of the relative advantages of a great and adequate public library system. The experience of Minneapolis to the present time along this line shows to those who have given it close attention, to be one of the few most valuable expenditures of public funds, and equal in value to the public, to a much greater proportion than the amount that has been granted for library purposes.

"The library is not only the extension of educational facilities for the children during their school days, but also for the future years. It also furnishes facilities for older people and those who have been limited in their opportunities in earlier years, as well as for the multitude of associations and clubs that are becoming so numerous in all parts of the city and country."

The library has three functions. It provides healthful mental recreation, useful information, spiritual inspiration. We must never forget that "where there is no vision the people perish" and that the library gives a man a vision of other times, other countries, and other conceptions of life. Out of a multitude of statements to this effect, we have chosen three for quotation here. The first of these is from an address by George Dawson at the Birmingham Free Library:

"So that a library may be regarded as the solemn chamber in which a man can take counsel with all that have been wise and great and good and glorious amongst the men that have gone before him. If we come down for a moment and look at the bare and immediate utilities of a library, we find that here a man gets himself ready for his calling, arms himself for his profession, finds out the facts that are to determine his trade, prepares himself for his examination. The utilities of it are endless and priceless. It is, too, a place of pastime; for man has no amusement more innocent, more sweet, more gracious, more elevating, and more fortifying than one can find in a library. If he is fond of books, his fondness will discipline him as well as amuse him."

The second was uttered at the same library by John Bright:

"What is a great love of books? It is something like a personal introduction to the great and good men of all past times. Books, it is true, are silent as you see them on their shelves; but silent as they are, when I enter a library I feel as if almost the dead were present, and I know if I put questions to these books they will answer me with all the faithfulness and fulness which has been left in them by the great men who have left the books with us. Have none of us, or may I not say are there any of us who have not felt some of this feeling when in a great library? When you are within its walls, and see these shelves, these thousands of volumes, and consider for a moment who they are that wrote them, who has gathered them together, for whom they are intended, how much wisdom they contain, what they tell the future ages, it is impossible not to feel something of solemnity and tranquillity when you are spending time in rooms like these."

The third is taken from Sir John Lubbock's "Pleasures of Life":

"Not only does a library contain 'infinite riches in a little room,' but we may sit at home and yet be in all quarters of the earth. We may travel round the world with Captain Cook or Darwin, with Kingsley or Ruskin, who will show us much more perhaps than ever we should see for ourselves. The world itself has no limits for us; Humboldt and Herschel will carry us far away to the mysterious nebulae, beyond the sun and even the stars;

time has no more bounds than space; history stretches out behind us, and geology will carry us back for millions of years before the creation of man, even to the origin of the material Universe itself. Nor are we limited to one plane of thought. Aristotle and Plato will transport us into a sphere none the less delightful because we cannot appreciate it without some training.

“Comfort and consolation, refreshment and happiness, may indeed be found in his library by any one ‘who shall bring the golden key that unlocks its silent door.’ A library is true fairyland, a very palace of delight, a haven of repose from the storms and troubles of the world. Rich and poor can enjoy it equally, for here at least wealth gives no advantage. We may make a library, if we do but rightly use it, a true paradise on earth, a Garden of Eden without its one drawback; for all is open to us, including and especially the fruit of the Tree of Knowledge, for which we are told that our first mother sacrificed all the pleasures of Paradise. Here we may read the most important histories, the most exciting volumes of travel and adventure, the most interesting stories, the most beautiful poems; we may meet the most eminent statesmen, poets and philosophers, benefit by the ideas of the greatest thinkers, and enjoy the grandest creations of human genius.”

We earnestly hope that at least three sites may be provided in the course of the next year. There will still be left, even if this is done, a number of portions of the City in which there are no provisions for libraries. Up to the present moment no sites have been secured:

(a) To take the place of Station No. 10 in the Tenth ward or in the southern part of the Ninth ward, near Greenmount Cemetery.

(b) To take the place of Station No. 11 in the Fifth ward, in the vicinity of Baltimore and Aisquith streets.

(c) In the vicinity of South Broadway in the Second and Third wards.

(d) In the vicinity of Lake Montebello in the Eighth or Ninth ward.

(e) In the vicinity of the York road in the northern part of Waverly in the Ninth or Twelfth ward.

(f) In the vicinity of Mt. Royal and Maryland avenues in the Eleventh ward.

(g) In the vicinity of Whitelock street and Linden avenue in the Thirteenth ward.

(h) In the vicinity of Ashburton in the Fifteenth ward.

(i) In the vicinity of Calverton and Edmondson terraces in the Sixteenth ward.

(j) In the vicinity of Carroll and Irvington in the Twentieth ward.

(k) In the vicinity of Hollins and Catherine streets in the Twentieth ward.

We hope to be able to establish libraries in at least two of these vicinities during the next year, and, in some other localities, there is a popular demand for the extension of library facilities which we hope will not long be delayed in attaining success.

An appropriation already made in the ordinance of estimates for 1917 we hope will enable us to procure a site for a library building to take the place of Station No. 11, and, for their efforts in securing this appropriation, we are much indebted to the Hon. Samuel Lasch, City Councilman in the Fifth Ward, to Dr. Isaac Aaronson, Director of the Jewish Educational Alliance, and to the residents of the neighborhood who urged the granting of this appropriation. Our application to the Board of Estimates in September, 1916, was as follows:

"The Board of Trustees of The Enoch Pratt Free Library of Baltimore City respectfully request that an appropriation of ninety-nine thousand five hundred dollars (\$99,500) be placed in the ordinance of estimates for the year 1917, for the equipment, maintenance and support of said Library.

"(a) The sum of twenty-one thousand dollars (\$21,000) for the maintenance of the eight Branch Libraries, Nos. 9, 12, 13, 14, 15, 16, 17, 18, built from the fund given by Andrew Carnegie, Esq., being 10 per centum of the cost of the buildings, the minimum amount agreed to be paid by the city.

“(b) The sum of two thousand five hundred dollars (\$2,500) for the maintenance of Branch No. 8, in Walbrook.

“(c) The sum of four thousand dollars (\$4,000) for the maintenance of Station No. 10, on Gay street, and of Station No. 11, on East Baltimore street. In 1915 the actual expenditure for the maintenance of Station 10 was one thousand five hundred and eighty-nine dollars and fifty-five cents (\$1,589.55), and for Station 11, two thousand one hundred and forty-nine dollars and ninety-eight cents (\$2,149.98). With the utmost parsimony, we therefore expended one thousand and seven hundred dollars (\$1,700) out of the annuity, in addition to the two thousand dollars (\$2,000) appropriation for the maintenance of the Station. It seems evident that the appropriation made by the City for the care of these Stations ought to provide entirely for them and that there should not be a draft upon the annuity for this purpose. No part of our work is more beneficial to the citizens than this which is carried on by the Stations in East Baltimore, and the very least amount needed for them is four thousand dollars (\$4,000).

“(d) The sum of two thousand five hundred dollars (\$2,500), the amount appropriated annually for several years past, for the maintenance of salaries of clerks in the lower grades of the Library Service.

“(e) The sum of five thousand dollars (\$5,000) for the increase of the salaries of the Library Staff, in order that we may make certain other much-needed increases in the salary list. Not only are we paying much less than other cities to persons holding similar positions, but also much less than is paid to the teachers in our public schools. The importance of the Library as an educational institution is such that we ought to be able to place on our staff persons as well equipped as are these teachers, and pay them salaries equivalent to those received by the latter. In our request last year we stated certain facts, which we desire again to emphasize: ‘Many of the employes are grossly underpaid, because of the inadequate income of the Library, and the discrepancy is so great, as compared with salaries paid in other lines for a similar class of service, that it is becoming each

year more difficult to secure a properly educated and efficient force, and the usefulness of the Library is becoming more and more liable to serious impairment. It is the belief of the Trustees that from eight to ten thousand dollars would not be too much to expend in this way, but the Trustees deem it wiser to proceed slowly, and, therefore, only ask at this time for the sum of five thousand dollars.'

"(f) The sum of twenty thousand dollars (\$20,000) for the purchase, binding and cataloguing of books for the eighteen Branch Libraries. This is the minimum amount which should be expended for the purchase and cataloguing of new books, for the replacement of standard worn-out books, and for the re-binding and repairing of books which need such attention, in order that they may longer serve the public. One thousand dollars (\$1,000) of this amount is a substitute for the appropriation of three thousand dollars (\$3,000) for the purchase of books for Branch 18, which was made last year.

"(g) The sum of seven thousand five hundred dollars (\$7,500) for the maintenance of Branches 5, 6, 7. The original gift of Mr. Pratt, in his words, contemplates a main building and 'Branches connected with it in the *four* quarters of the city,' and the annuity created by Mr. Pratt's gift was evidently intended for the maintenance of these five Libraries only.

"In their endeavor to meet the pressing needs of the City, the Board of Trustees established three other Branch Libraries. As a result of this action, the annuity has been charged with expenses not originally contemplated, and now, in view of the heavy increase of charges on its income, it is no longer sufficient to provide satisfactorily for its original purposes. We, therefore, request that the same appropriation be made for the maintenance of these three Libraries which has now been made for a number of years for Branch No. 8, namely, twenty-five hundred dollars (\$2,500) annually for each of them.

"(h) The sum of ten thousand dollars (\$10,000) for the maintenance of Branches 1, 2, 3, 4. The grant of this request will enable us to devote the entire amount of the annuity to the gen-

eral administration of the Library system and properly to equip and maintain the Central Library as at present conducted.

“(i) The sum of sixteen thousand dollars (\$16,000) for the equipment of the technological, pedagogical and children’s departments, and the maintenance of these departments, and of the open-shelf room in connection with the Central Library. During the past year the appropriation made for that purpose enabled us to open scientific and children’s departments at 400 Cathedral street. In the few months in which they have been opened we have found not only that they are very useful, but that one building is too small for them. We are unable to remove from the reference room, in the old building, the bound volumes of scientific and technological periodicals, and we have hardly room enough for the needed additions to the children’s books. The additional appropriation will enable us to transfer the children’s department to another building and leave the whole of 400 Cathedral street for the department of Science and Industrial Arts. It is probable that, in addition to the books for children, we can place in the same building the books upon education and pedagogy, which would be quite appropriately located there, as the teachers as well as the children are users of children’s books, in order that proper recommendations may be made to scholars as to their reading. At this time, when the Johns Hopkins University is paying especial attention to pedagogical work, it would be very suitable for the City’s Public Library to furnish the co-operation which could be found in a separate department of education, where our books upon that subject would be easily accessible to teachers and to those training themselves for that profession.

“(j) The sum of five thousand dollars (\$5,000) for remodeling and altering Branch No. 8, in Walbrook.

“Over ten years ago Mr. Francis A. White presented to the City for Library purposes an admirably situated lot in Walbrook, upon which his father, the late Francis White, erected nearly twenty years ago a well-built, neat frame building, which was used for a number of years as a Union Chapel. It was the first public building in Walbrook and has proven admirably adapted

for Library purposes. The growth of the population of the vicinity, however, has made it too small to carry on therein, properly, the growing work of the Branch, and it is desirable to enlarge it by an addition which will render it better equipped to carry on its important work.

“(k) The sum of one thousand dollars (\$1,000) toward conducting courses of lectures, readings, concerts and exhibitions in such of the Branch Libraries as have halls which can be used for that purpose. In the city of New York an admirable work has been done in the way of public education through such courses, and we have found that the small beginning of such work as we have been able to undertake has been much appreciated and has been of considerable educational value to those parts of the community in which the Branches built from the Carnegie fund possess halls which make it possible to carry on this work. The possibilities of such educational work are almost boundless, and through such evening gatherings healthful entertainment may also be given to many people. With this small appropriation we can greatly increase the efficiency of this work.

“(l) The sum of five thousand dollars (\$5,000) for the completion of the Public Card Catalogue of the Central Library. In the early years of the Library, printed finding lists, containing classified lists of one-line titles of books in the Library, were printed. The expense of this method caused the issue of such finding lists to be suspended nearly ten years ago. From the beginning of the Library a complete official card catalogue of books has been maintained, but nothing of the sort was provided for the public until the latter part of 1904. At that time the issue of printed catalogue cards by the Library of Congress, at a small price, made it possible for us to begin such a public card catalogue, which now contains the record of all the works of fiction and of all works added since the end of 1904, as well as those which have been recatalogued during the same period. At the present rate of progress, however, it will be many years before we will be able to give the public what they have a right to expect—a complete dictionary card catalogue accessible to all persons. With this appropriation it will be possible for us to pur-

chase a great number of cards from the Library of Congress, for books not now catalogued in the Public Card Catalogue, and to employ additional cataloguers to place subject headings and call numbers upon the cards, and to arrange them in the card cabinet, which will need to be purchased to house the additional cards.

“Mr. Carnegie’s contract with the City and State was made several years ago, and since then we have been using the fund thus provided for the erection of Branch Libraries, eight of which have been opened. There are sections of the City, however, in which it has been impossible to secure lots, although the need for books there is so pressing that buildings should certainly be erected as soon as possible for the benefit of the people of those sections. While this need is pressing and while funds are lying idle which could be used for the construction of buildings to meet it, we venture to suggest that the City, which has appropriated large sums for the purchase of sites for public schools, may well make moderate appropriations for the securing of sites upon which may be placed buildings devoted to the uses of the other portions of the City’s educational work, namely, the public library; in fact, ordinances for this purpose are now pending, and we trust that the Board of Estimates may authorize the comparatively small expenditure necessary to meet the wishes of so many citizens.

“If all of the several sums asked for be granted us, our total income, including the annuity, will still be far less than that of the municipal library in any city in the country which can be compared with Baltimore. Unless we receive an adequate appropriation, we cannot enter upon the new fields of usefulness which open before us, nor sufficiently increase our valuable collection of books. We are most anxious that the library may keep well abreast of all other departments in the growth of the City, and may suitably serve the people of Baltimore by providing them with educational advantages and wholesome mental recreation. With appropriations such as we have requested above, we can render efficient service to the public and fulfill the purpose of the founder in establishing the Library ‘for the benefit of our whole City.’ ”

The ordinance of estimates contained an appropriation for 1917 of \$49,000 for the maintenance of the Branch Libraries and \$10,000 for the purchase of a lot upon which to erect a Library to take the place of Station No. 11.

GENERAL SURVEY.

At the beginning of 1917 this Library contains 346,104 volumes and 508 current periodicals in the Reading Rooms, and is administered by 132 officers and employes. The Central Library was open 345 days during the year. It was open 69 hours each week for lending and 83 hours each week for reading. Forty-two lectures were given in the Branches. The home circulation of books was, during the last year, 644,188, and with the greatest economy the expenses amounted to \$108,379.35, so that it is evident that the Library could not have been carried on, even within the present bounds of its work, unless there had been received from charges, catalogues, etc., a sum added to the annuity and the appropriation paid by the City. During the year, 15,877 volumes were added by purchase, 447 by gift, 188 were deposited under provision of law, 1,012 were added by binding magazines, and 5,786 volumes were withdrawn. In 1916 the Library system consisted of a Central Library Building, sixteen Branches and two Delivery Stations, in addition to which books were sent to 51 institutions, and by an arrangement with the Maryland Public Library Commission to 18 blind persons outside of the City. In the Reading Room of the Central Library 67,311 books and 69,842 magazines were used. All of the Branches have open shelves, so that complete figures as to Reading Room use cannot be given. The number of books circulated from the beginning amounts to 17,772,773. The registration books show that there are now 44,795 borrowers' cards outstanding, and that 264,557 persons have at different times become entitled to the use of the Library. The registrations for the year amounted to 9,716. The circulation of books by classes is given in Table E, that by months in Table A. The number of books in the various classes in the Central Library, the number added to each class during the year,

the total circulation of each class and the average number of times each book went into circulation are shown in Table B. Table C shows similar figures for the Central Library departments, while Table F shows similar figures for the Branches. Table D gives comparative library statistics of Baltimore and other cities and shows how great is the disparity between our income and that of the libraries of other cities of the rank of Baltimore. Financial figures appear elsewhere under the heading Receipts and Expenditures.

These facts are important, but, in the words of Horace G. Wadlin, in the Sixty-fourth Report of the Public Library of Boston for 1915-16:

"The work of a great public library cannot be shown by statistics, however necessary these may be as definite records. No one can measure by terms of mathematics the element of personality which enters into all human relations, and upon which the success of a public library depends. The great libraries of the past were used chiefly by the select and cultured few, but the modern public library can no longer remain a mere storehouse for books, a museum for the collection of rare volumes, nor cater almost entirely to a literary class, whether readers or writers. However important these functions, and no great public library may neglect them, it must also expand upon its democratic side. As a library for the people it must include the business man, whose problems have in recent years been broadly considered in books. It must aid the workingman, in increasing his efficiency, and in some way bring him within its influence to a far greater extent than at present. It must provide for the children, and introduce them to that great world of books within which they will in after years find pleasure and profit. And, more than all, perhaps, it must promote the use of books, not merely as instruments of knowledge, but as a means of culture and enjoyment."

An earlier Librarian, Mr. Cogswell of the Astor Library, uttered the same sentiment in his First Annual Report, in speaking of the number of books used:

"But this is a matter in which numerical statistics do not afford much satisfaction; nothing short of a specification of the books

read or consulted would show the importance which the library is to the public, as a source of information and knowledge, and as this cannot be given, a more general account must serve as a substitute." (Bulletin of the New York Public Library, August, 1916.)

Mr. Pratt, by a gift to the City of about \$1,150,000 (Central Library, first four Branches and endowment) in 1882, enabled the City, for over twenty years, to have public library facilities without further expense than payment of the annuity of \$50,000, the first City appropriation being one of \$5,000 made in 1908. The appropriation last year (1916) was \$52,000. Since the opening of the Library, both area and population of Baltimore have doubled, and the number of Branch Libraries has increased from 4 to 18.

We are unable to enter upon many lines of useful activity because of the fact that we receive so meagre an income. When even the New York Public Library is forced to make complaint as follows, how much more is the difficulty in a Library such as ours, less adequately provided for:

"We have been able to make our income and outgo balance only by cutting down expenditures for books and binding, and by ruthlessly eliminating from our budget a variety of items for purposes which were strongly urged as desirable to enable us to deal more promptly and efficiently with the hundreds of thousands of readers whom we serve, and for whose convenience the Library exists.

"The Library is therefore faced with the ungracious and difficult task of trying to provide adequately for the steadily increasing stream of readers and visitors, without an increase of income large enough to enable us to improve the accommodations we can offer to the public." (Bulletin of the New York Public Library, page 204, March, 1916.)

In the beginning of this Library's history, Baltimore was well in the van of the cities in the country in library privileges, but now it is steadily falling to the rear, because of the failure of the City to provide an income comparable to that furnished in other cities.

The last reports show that in the tax levy there were raised for library purposes in Chicago \$373,000; in Boston, \$407,000; Cleveland, \$378,000; Pittsburgh, \$200,000; Buffalo, \$118,000; Milwaukee, \$122,000; Cincinnati, \$183,000; Newark, \$125,000; Minneapolis, \$156,000; Seattle, \$136,000. Surely Baltimore ought to be well abreast with the other progressive municipalities of the country in affording library facilities to its citizens.

ORDER AND ACCESSION DEPARTMENT.

The total number of books now on our accession catalogues is 346,104. During the year 17,524 books were accessioned, of which 3,884 were replacements. Since the opening of the Library 119,553 books have been condemned and withdrawn from circulation; 5,786 of these were condemned during the past year.

The number of volumes in the Library at the beginning of the year was 346,104, so that the net gain has been 11,738 volumes. We make no attempt to collect pamphlets, but there are probably over 6,000 pamphlets in the Library collection.

During the year 5,392 volumes were added to the Central Library; to Branch No. 1, 228; Branch No. 2, 173; Branch No. 3, 154; Branch No. 4, 157; Branch No. 5, 176; Branch No. 6, 288; Branch No. 7, 168; Branch No. 8, 274; Branch No. 9, 267; Station No. 10, 183; Station No. 11, 214; Branch No. 12, 297; Branch No. 13, 428; Branch No. 14, 226; Branch No. 15, 245; Branch No. 16, 360; Branch No. 17, 520; Branch No. 18, 3,349.

The total number of books now accessioned for the Central Library is 199,500; for the Open-Shelf Department, 3,673; for the Children's Department, 4,198, and for the Branches as follows: Branch No. 1, 13,918; Branch No. 2, 13,060; Branch No. 3, 11,249; Branch No. 4, 11,072; Branch No. 5, 13,383; Branch No. 6, 12,464; Branch No. 7, 7,974; Branch No. 8, 5,909; Branch No. 9, 5,146; Station No. 10, 2,263; Station No. 11, 2,876; Branch No. 12, 6,305; Branch No. 13, 6,599; Branch No. 14, 5,916; Branch No. 15, 5,717; Branch No. 16, 6,174; Branch No. 17, 5,323; Branch No. 18, 3,385.

The usual stock-taking was prosecuted with care, and its result is as follows: There were missing from the Central Library 109; Branch No. 1, 52; Branch No. 2, 60; Branch No. 3, 22; Branch No. 4, 7; Branch No. 5, 27; Branch No. 6, 21; Branch No. 7, 26; Branch No. 8, 13; Branch No. 9, 14; Station No. 10, 31; Station No. 11, 20; Branch No. 12, 49; Branch No. 13, 37; Branch No. 14, 2; Branch No. 15, 8; Branch No. 16, 1; Branch No. 17, 13. Since the Library was opened in 1885 we have lost 2,507 books, divided as follows: Central Library, 1,120; Branch No. 1, 123; Branch No. 2, 125; Branch No. 3, 101; Branch No. 4, 32; Branch No. 5, 103; Branch No. 6, 120; Branch No. 7, 48; Branch No. 8, 45; Branch No. 9, 91; Station No. 10, 124; Station No. 11, 125; Branch No. 12, 178; Branch No. 13, 101; Branch No. 14, 7; Branch No. 15, 22; Branch No. 16, 6; Branch No. 17, 22; Open Shelf, 3; Technology Department, 11. The loss this year was 1 to every 2,001 books circulated. From the beginning the loss has been 1 to every 9,303 books circulated.

The Library contains books in some considerable number written in thirty languages, as follows: French, German, Greek, Italian, Latin, Arabic, Assyrian, Egyptian, Hebrew, Yiddish, Dutch, Finnish, Flemish, Dano-Norwegian, Swedish, Icelandic, Hungarian, Bohemian, Persian, Sanskrit, Hindustan, Lithuanian, Armenian, Japanese, Chinese, Russian, Spanish, Portuguese, Turkish and English. A mere perusal of this list shows how wide are the opportunities which we offer to the people.

Almost no books were received from Germany on account of the restrictive measures of the Allied Governments, except some few volumes which our agent could supply from his stock in New York. The following sentence from a letter from that New York agent shows that books in the German language are not the only ones which we cannot receive on account of the war:

"We are sorry to inform you that we are at present unable to furnish, on your order of October 22, the Polish books mentioned therein, as we have just been informed that, as Poland is now occupied by German troops, the export of Polish books has been stopped as long as the war lasts."

English books were received as usual. Owing to the uncertainty of our financial balance, orders for American books which it was not imperative to purchase were held up from the beginning of the year until the autumn, at which time they were sent to our agent. A large number of volumes were bought by the head of the Order Department from second-hand book stores in Baltimore, or by the Librarian from second-hand dealers in Philadelphia, New York and Brooklyn. We are endeavoring, through these purchases, to fill out the collection in the Branches by the addition of many valuable books included in the American Library Association Catalogue and Supplement.

The proper selection of new books is a most important duty in a library. In the Annual Report of the Public Library of Cincinnati for 1914-15 this matter is thus alluded to:

"The Bible says, 'of the making of Books there is no end.' True, and why should there be an end to either the making of books or the reading of books? Books bring the world up to date. Each new age, each new development of man's power, needs its own books, and as the tastes and needs of each new generation are different, new books are needed. The old books can never change, the splendid classics without a knowledge of which no education is complete, but the new books are as necessary as the old ones, for the Library must be kept up to date. It is a living, growing institution, treasuring the past, but rich, too, in the present." (Page 10.)

A similar statement was made by the Examining Committee and included in the Sixty-fourth Annual Report of the Boston Public Library for 1915-16:

"While a very great, perhaps the greatest part of a public library should be provided for the gratification, the edification and the mental profit of those who by reason either of poverty or ignorance cannot make adequate provision for themselves, yet it remains true that such an institution must base its claims to approval and support, not so much upon the number of its volumes as upon their real value—their value, that is, to the readers for whom they are intended. Those readers in this case include all classes from richest to poorest, people of all tastes from high-

est to lowest and all degrees of education and culture. We find in the books that here are offered for use evidence that an earnest and intelligent effort has been made to meet the needs of all these people." (Page 23.)

We endeavor to purchase not only new books, but also to fill up our collection by the purchase of such books as are no longer in print but have not lost their value for readers. While, of course, we try to buy books which will be read, we also strive to hold up a high standard and not to buy large numbers of copies of books of trifling value, although to do so might result in considerable decrease in circulation. We have tried to buy the best new books of fiction, and realize the truth of Dr. Bostwick's remarks in "The American Public Library":

"Fiction is the prevailing mode of literary expression today—the vehicle that a writer must use if he desires to convey his ideas to the maximum number of readers, whether he has to promulgate a social theory or some new thoughts on municipal administration. Until this vehicle is changed, it must be fully recognized by the public library." (Page 128.)

While we have been somewhat critical in our selection of titles of fiction, we have not been as rigid as the Boston Public Library, the Librarian of which states, in his Sixty-fourth Report for 1915-16, that

"Of current fiction, 762 volumes have been considered, and of this number 145 different titles accepted for purchase." (Page 34.)

In June the work of this department was transferred to a room immediately adjoining the Librarian's office, and the work of looking up orders was placed in the hands of two women, each giving half time for that purpose, instead of one man. Considering the amount of work which has been given to the department, its accomplishment for the year has been quite notably satisfactory.

The replacement work has been especially well kept up. During the spare moments which the employes in the Open-Shelf Department have had, they have rendered valuable assistance to the order work.

CATALOGUE DEPARTMENT.

The year's record of cards added to the official and public catalogues is 60,411, the number revised is 17,561—a total of 77,972. The number of new books catalogued totals 4,887; recatalogued, 5,181; discarded, 882; numbers changed, 767. The Branch department record is as follows: New books catalogued, 7,707; discarded, 768.

In the first half of the year special effort was given for the recataloguing of books in the classes "N" and "O," which volumes were placed in the Department of Natural Science and Useful Arts. A number of books which are no longer of much popular interest were discarded. Only a portion of the books in this new department were recatalogued before the department was opened, owing to the complexity of much of the cataloguing needed and to the difficulty in obtaining Library of Congress cards for many of the books. During the summer all the books sent to the Children's Department were recatalogued. This was a simpler task. The opening of these two new departments and the great number of changes in the force during the year very much retarded the work of the department. We must remember that, owing to our small salaries, we are obliged to train all of our cataloguers, and, consequently, their work is of comparatively little value for some months after they are placed in the list of cataloguers.

At the end of the year there were still a few books uncatalogued which had been accessioned as early as 1914. In the coming year, with no new departments to be opened and, we hope, with fewer changes in the force, great effort will be made toward bringing up the arrears of work.

"The current accessions of timely importance, added volumes, duplicates, and the war books especially, are considered even before these arrears. Many times the Library of Congress cards fail us for the most difficult books, but just how we could exist entirely without them is difficult to conceive.

"Their value increases every day, and they will mean much to us in the recataloguing of our old stock. My greatest desire, a short while ago, was to complete the branch recataloguing. That now accomplished, I have an even greater desire to complete the public card catalogue. Is it soon to be realized by at least a beginning?"

As the card catalogue is the key to the Library's storehouse, it is most essential that we should complete all the arrears of work, but even with the most hopeful schedule of which we can think, a period of several years must be allowed unless a very considerable addition to our income be made by the City authorities.

The Branch cataloguing work is now fully up to date. The improvement in the lighting of the Department has been quite an advantage. The changed schedule of the Order Department has been an advantage, for the accession cards now come in smaller numbers and are handled more readily. Since the middle of the year cards have been filed daily, which gives better service to the public.

PUBLICITY.

The usual bulletin of accessions for 1915 was published in February, and the Annual Report of the Librarian appeared about the same time.

Short lists of books were sent to the newspapers at semi-monthly intervals throughout the winter and spring, and a monthly list of pamphlets received was also sent them.

An extract from our report was printed in the Irish Book Lover for June, 1916, and brought us a letter from Maritzburg, Natal, South Africa.

The newspapers of the City have shown their friendliness, and by illustrations of new buildings and departments and by editorials urging increased appropriations on the part of the City, have called attention to the Library.

A list of books upon printing and allied arts was prepared in co-operation with the Peabody Institute and is being printed by

the Norman T. A. Munder Co., who bear the expense of the bulletin in return for the privilege of placing an advertisement thereon. The Municipal Journal for January 28 published a brief resume of our report. The monthly organ of the Merchants and Manufacturers Association, entitled "Baltimore," in September, published an annotated list of books of today purchased by the Library, and in November, a list of books on General and Industrial Chemistry. A circular, giving the location of all our Libraries, was issued during the year and was widely distributed. In the spring, a list of titles upon Revivals of Religion was published by the Library through the co-operation of the Methodist Episcopal Book Depository.

During a large part of the year, we exhibited books upon special subjects in the showcases placed in the windows of the first floor at 404 Cathedral street. Some of the subjects which have been placed there have been as follows: Domestic Architecture, Natural Gas, Outdoor Sports, Flowers, Revivals, Psychology, Art.

REGISTRATION.

There are now 44,795 borrowers' cards in force; 264,557 borrowers' cards and 69,257 students' cards have been issued from the beginning. Registration is given for a period of three years, so that all the borrowers' cards in force have been issued within a triennial period. During the year 3,281 students' cards were issued. The registrations for the year amounted to 9,716, of which number cards were obtained at the Central Library for 2,286; Branch No. 1, 369; Branch No. 2, 721; Branch No. 3, 718; Branch No. 4, 455; Branch No. 5, 711; Branch No. 6, 563; Branch No. 7, 143; Branch No. 8, 244; Branch No. 9, 140; Station No. 10, 438; Station No. 11, 345; Branch No. 12, 287; Branch No. 13, 675; Branch No. 14, 267; Branch No. 15, 248; Branch No. 16, 180; Branch No. 17, 435; Branch No. 18, 491.

Seventy-three cards were issued temporarily on a deposit of a sum of money.

During the year the following new points of distribution were added to our list: School No. 22, New School, two departments from Goucher College, Ward's Bakery, School No. 95, Park School.

During the year 51 institutions granted the privilege of drawing books used that privilege. These institutions have drawn the following number of books: Public Schools—Colored High and Training School, 53; Eastern High School, 1,753; School One, 964; School Twenty, 326; School Twenty-one, 43; School Twenty-two, 182; School Twenty-seven, 196; School Forty-two, 1,091; School Forty-eight, 261; School Seventy-two, 111; School Eighty-five, 271; School Ninety-five, 290; School One Hundred, 53; School One Hundred and Nine, 151; School One Hundred and Eighteen, 168; Teachers' Training School, 167; Bryn Mawr School, 118; Convent of the Visitation, 84; Girls' Latin School, 129; New School, 2; First Presbyterian Church Boy Scouts, 71; First Presbyterian Church Camp Fire Girls, 29; First Presbyterian Church Mission Study Class, 26; Franklin Street Presbyterian Church Sunday School, 48; Reid Memorial Boy Scouts, 112; St. Paul's Reformed Church Sunday School, 945; St. Philip's and St. James' Roman Catholic Sunday School, 460; Second Church of the Evangelical Association Sunday School, 752; Carroll Park Playground, 143; City Spring Playground, 352; Clifton Park Playground, 116; Recreation Pier, 1,620; Arundell Club, 21; Baltimore Club, 600; University Club, 621; Police Headquarters, 625; Postoffice Station N, 983; The News, 16; The Sun, 33; American Can Co., 1,247; Brager's Department Store, 847; The Gas and Electric Co., 51; Gilpin, Langdon Co., 942; Hochschild, Kohn & Co., 2,303; The Hub, 1,029; J. G. Valiant Co., 3; Ward's Bakery Co., 945; Sheppard and Enoch Pratt Hospital, 88; Water Engineer's Department, 5; Western Union Telegraph Co., 473; Woman's Civic League, 9.

The classification of the institutions drawing books during the year is as follows: Public Schools, 16; Private Schools, 4; Sunday Schools and other Church Organizations, 8; Playgrounds, 4; Clubs, 3; Police Headquarters, 1; Postoffice, 1; Newspapers, 2; Mercantile and Manufacturing Houses, 8; Miscellaneous, 4.

The Registration Office was kept very busy for about ten days after the opening of Branch 18. From November 17-23 almost 300 persons registered, and 23 re-registered. The figures show that very few in this wide section had availed themselves of the privilege of the Library before.

CENTRAL LIBRARY BUILDING.

With the end of March, the tenancy of 400 Cathedral street terminated and the building was altered, so as to adapt the first floor for the use of the Children's Department and the second and third floors for the Department of Natural Sciences and Industrial Arts. An apartment for the head janitor was placed in the rear portion of the building, and his former quarters were remodeled, so that they are utilized for the accommodation of the work of the Outside Delivery, the Branch Cataloguing and Order Departments.

The books which have been catalogued in the Central Library since 1904 are all recorded in the public card catalogue. Those received prior to that time and not recatalogued since, as far as the public are concerned, are only to be found in the Finding Lists and Bulletins. Quite properly, people complain of the fact that we have no complete public card catalogue. The lack is not the fault of the Trustees of the Library, but is due to the fact that we have not received sufficient income to enable us to take up this important task more vigorously. Feeling the importance of the matter, the Trustees included in their request to the City the sum of five thousand dollars (\$5,000) to be applied during the year 1917 toward the completion of this catalogue. Unfortunately, the appropriation was not made.

Great relief to the book stacks in this building was obtained by the removal of the volumes for the Children's and Scientific Departments, but this relief is only a temporary one, and our shelves will soon be as crowded as ever. We must also bear in mind that neither 400 nor 404 Cathedral street is a fireproof building, and that they are occupied only temporarily, until such time as they may be replaced by a permanent building properly de-

signed for library purposes, and fireproof in character. The City of Detroit in November voted to issue bonds for a public library building to cost about \$1,350,000; the City of Wilmington during the past year pledged over \$300,000 for a public library building. Baltimore must not delay too long, or it will be far outclassed by almost all the other cities of the United States.

REFERENCE DEPARTMENT.

The Reading Room of the Central Library was open every secular day of the year from 9 A. M. to 10 P. M., except during June, July, August and September, when it was closed at 9 P. M. On Sundays and holidays, except during the period from June 1 to October 1, and on Christmas, the Reading Room has been open from 2 to 7 P. M. The use on holidays and Sundays has been sufficient to warrant continuing such opening, except during the warm weather. There are 508 current periodicals on file. The largest circulation occurred on March 4, when 457 periodicals were used, and the smallest on July 13, when 50 periodicals were used. The Sunday and holiday circulation varied from 15 on November 30 to 140 on April 9. During the year 69,842 magazines were used, as against 97,287 in the previous year. The Reading Room was open 305 secular days, 36 Sundays and 5 holidays, or 346 days in all.

Wendell Phillips quoted, in his Phi Beta Kappa oration, a motto from Professor Pierce's Library Catalogue: "*Scire ubi aliquid invenias magna pars eruditionis est.*"

The truth of this motto is shown every day in the work of this Department. In every city in the land the reference work is yearly becoming more difficult and more important. The President of the Board of Trustees of the Public Library of Cincinnati, in his last Annual Report, makes some remarks with reference to that library which are equally true of ours:

"The reports from the Heads of the Departments in this volume tell of the many-sided work of the Library. We do more than merely distribute books. We make living things of the books by bringing them into direct relation with the needs and the wishes

of the people. Nine men out of ten, when they come to the Library after information, have no idea how to find it. Were they told that the Library is open to them, to find what they want and take it, the task among so many thousands of volumes would, except to the trained student, be hopeless. The catalogue alone is not sufficient to unlock the information stored in a modern library. Thirty years ago there were a few annuals covering the yearly advance in general knowledge. There was Poole's Index to Periodicals and there was Bartlett's Familiar Quotations.

"So specialized have these key books become that the majority of them are known only to the trained reference librarian. In fact, no one reference librarian can undertake to cover the whole field of knowledge. One familiar with the key books for industrial and natural science cannot be expected to be familiar with the key books of political and social science."

Sometimes this use is abused by the public, and this undue demand from people using the library is mentioned by Dr. Bostwick in his "American Public Library":

"It cannot be denied that this use of the library as a sort of easily consulted universal cyclopedia is convenient and useful for the general public. The only thing about it that appears to call for protest is the increasing feeling on the part of the consulting public that it is the librarian's business to obtain the desired information from the books where it may be found and furnish it to the inquirer in convenient and proper form for whatever use he may desire to make of it." (Page 61.)

But, for the most part, the users of the library are willing to seek for their own information, when they are told where it may be found. Their appreciation is shown from time to time, either verbally or by such a letter as the following, sent in response to a brief bibliography of our literature upon Cervantes: "Many thanks for your letter and the bibliography. You surprise me greatly. I should never have had the courage to ask for so big a list. Only my ignorance of your size let me ask as I did. Now I am thinking that your library needs some

advertising. I believe the general ignorance on this subject might easily be replaced by general pride."

The Reading Room has a double function. It must provide seekers for information what they need from books. It must also furnish current magazines. One of the most difficult features in connection with that latter function is the selection of the proper magazines to be included in our list. More than ever before, worthless, or even harmful, magazines are published and some magazines formerly of useful character have descended into the first mentioned class, so that with us, as with the Pratt Institute Free Library in Brooklyn, we find it necessary to state:

"The dignity and worth of our Reading Room is maintained by conformity to our general standards. Year after year we cast out from it certain periodicals that we had supposed to be of permanent value and had been binding for reference, which have chosen to become innocuous or worse in the hope of stimulating incidental sales to the crowd." (Report, 1916, page 7.)

As usual, ministers, professors, students, mechanics, representative men and women in all classes find valuable assistance from their application to us. The Shakespearean Tercentenary called for the preparation of lists to be posted upon the bulletin board. Fancy dress entertainments caused us to hunt up books showing accurate historical costumes. Debating clubs among the pupils of various schools and colleges called for recent references upon great questions of the day. Inquiries for information through the telephone increase, and there is scarcely a half hour in the day in which one of the clerks is not answering such a call.

With the opening of the Department of Natural Science and Industrial Arts, and of the Children's Department, the current magazines suitable for these new portions of our activity were removed to these Departments. The bound volumes of technological and children's magazines are still kept in the Reference Department, owing to lack of room in the quarters of the new departments. If we were able to transfer these bound volumes, it would be a great advantage, but the space does not admit of this transfer.

During the summer months the students at the Johns Hopkins University Summer School made good use of this Department. One of the students in that course prepared an interesting bibliography on the teaching of Latin in the schools from the material she found on our shelves. Inasmuch as our collection of bound periodicals indexed by Poole and its successors is remarkably extensive, such investigators find on almost every subject a great number of periodical references. An Index to Short Stories has been a useful addition to the collection of reference books, and a large number of topographical sheets have been received and filed in their proper places.

We have been able to rearrange the service of the young men who assist in the work so as to have one for full time and two for part time, instead of four for part time, as formerly.

The Reading Room needs improved lighting and I hope that we may be able to place electric lighting there during the coming year. New tables, giving an increased seating capacity, were placed in the room, and although the two new departments took away many users, still the room is well occupied with persons reading books and magazines.

Almost as soon as any volume of a current magazine is complete, it is collated and sent to the binder, so that within a brief time after the completion of a volume it is bound and returned to our shelves. A large part of the work of collation is now done in a room in 404 Cathedral street, which we have been able to set aside for that purpose. The list of magazines for the coming year for the Central Library and Branches was made out with great care and the taste and demand of each locality were considered.

It is still necessary to go down one flight of stairs, walk half a block, and then climb from the first to the third floor of 404 Cathedral street to obtain public documents from our very valuable collection of Government publications.

BINDERY.

The Bindery Department has the following record: Books mended, 81,270; books sewed, 6,824; books bound in Library, 553; books bound by outside binders, 978; books rebound by outside binders, 5,347. Of the number of books mended, 9,718 were mended at the Central Library; at Branch No. 1, 8,705; Branch No. 2, 3,139; Branch No. 3, 6,586; Branch No. 4, 4,765; Branch No. 5, 6,750; Branch No. 6, 4,108; Branch No. 7, 3,377; Branch No. 8, 1,381; Branch No. 9, 2,821; Station No. 10, 4,807; Station No. 11, 3,987; Branch No. 12, 2,489; Branch No. 13, 5,953; Branch No. 14, 2,482; Branch No. 15, 2,995; Branch No. 16, 1,974; Branch No. 17, 4,789; Branch No. 18, 445.

Of the total number of books sewed, 2,121 were sewed at the Central Library, and at the Branches as follows: Branch No. 1, 338; Branch No. 2, 461; Branch No. 3, 362; Branch No. 4, 375; Branch No. 5, 214; Branch No. 6, 392; Branch No. 7, 294; Branch No. 8, 131; Branch No. 9, 154; Station No. 10, 160; Station No. 11, 222; Branch No. 12, 291; Branch No. 13, 217; Branch No. 14, 307; Branch No. 15, 189; Branch No. 16, 206; Branch No. 17, 345; Branch No. 18, 45.

The increase in the work done by this department, both in amount and in efficiency, continues to be noteworthy. Because of the training given all our apprentices in the rudiments of book-binding, a great deal of necessary repair work to the books is performed at the Branch Libraries.

CIRCULATION—GENERAL.

Last year was one of diminished circulation of books through a number of causes. In times of prosperity, some persons have not as much time to read. There was a loss of interest in the great war, and the countries involved therein; the evangelistic campaign in the spring and the prohibition campaign in the autumn militated against the circulation of books. The weather

in the first months of the year was so open that persons could enjoy outdoor life more than usual, and in the summer, humid and uncomfortable weather caused people to lose ambition and vigor; the terror from infantile paralysis in the early autumn and the increased work in the last months of 1916 which was entailed upon the children as a result of the delay in opening the schools also were detrimental to the circulation. With the opening of all the Branches and of three Departments of the Central Library to a safeguarded open access to the shelves, we have found that there was a very great increase in the use of the libraries for reading without a corresponding increase in the number of books taken home by readers.

In order to ascertain the exact relation these two uses of the Library bear to each other, we began in December to make a count of visitors using the Libraries. An illustrative result is seen in the report for the week ending December 16. It will be observed that in every case the number of visitors very greatly exceeded the number of books taken from the building. Of the two numbers following the name of each Department, the first is that of the books circulated during that week, the second the number of visitors:

Open-Shelf Department, 101, 192; Technology, 119, 463; Children's Department, 230, 265; Branch No. 1, 439, 673; Branch No. 2, 639, 927; Branch No. 3, 585, 812; Branch No. 4, 518, 601; Branch No. 5, 531, 696; Branch No. 6, 450, 672; Branch No. 7, 229, 439; Branch No. 8, 234, 317; Branch No. 9, 302, 559; Station No. 10, 301, 383; Station No. 11, 728, 887; Branch No. 12, 341, 912; Branch No. 13, 570, 1,062; Branch No. 14, 215, 314; Branch No. 15, 185, 384; Branch No. 16, 207, 332; Branch No. 17, 453, 936; Branch No. 18, 611, 1,021.

Voltaire, in his *Philosophical Dictionary*, said: "Remember that all the known world, excepting only savage nations, is governed by books."

We have tried to extend to the people of Baltimore the possibility of using books. Gerald Stanley Lee, in "The Lost Art of Reading," speaking of the use of a book, said: "The practical value of a book is the inherent energy and quietness of the

ideals in it—the immemorial way ideals have—have always had—of working themselves out in a man, of doing the work of the man and of doing their own work at the same time.”

A somewhat different view, and yet a complementary one rather than a contradictory one, is that of Emerson in his *Essays on Circles*: “The use of literature is to afford us a platform whence we may command a view of our present life, a purchase by which we may move it.”

A. Bronson Alcott, in his “Table Talk,” expressed his opinion of the value of books: “One cannot celebrate books sufficiently. After saying his best, still something better remains to be spoken in their praise. As with friends, one finds new beauties at every interview, and would stay long in the presence of those choice companions.”

An opinion equally high was that of James Hain Friswell, in “The Gentle Life”: “To a poor man book-love is not only a consoling preservative, but often a source of happiness, power and wealth. It lifts him from the mechanical drudgery of the day. It takes him away from bad companions, and gives him the close companionship of a good and fine-thinking man; for, while he is reading Bacon or Shakespeare, he is talking with Bacon or Shakespeare. While his body is resting, his mind is working and growing.”

When Lord Houghton spoke at the Manchester Free Library, in his enthusiasm over books, he gave voice to this high appreciation of literature: “Think what a book is—what each one of these volumes is. It is a portion of the eternal mind, caught in its process through the world, stamped in an instant, and preserved for eternity. Think what it is; that enormous amount of human sympathy and intelligence that is contained in these volumes.”

Charles Kingsley, in his “Village Sermons,” was not less earnest in his expression of the great value of books to those who read them aright: “Except a living man, there is nothing more wonderful than a book!—a message to us from the dead—from human souls whom we never saw, who lived, perhaps, thousands of miles away; and yet these, on those little sheets of paper,

speak to us, amuse us, vivify us, teach us, comfort us, open their hearts to us as brothers."

During the year our belief that there is extremely little danger of infection from the use of books has received strong confirmation. Bostwick, in the "American Public Library," at page 54, several years ago had summed up the matter as follows: "The facts that the origin of a case of contagious disease has rarely, if ever, been traced to a library book, and that the percentage of such cases among library assistants is less than among the population in general, indicate that there is little ground for alarm on this score."

In 1915, the English medical journal called "The Lancet," at page 66, published an article by Henry Kenwood and Emily Dove, entitled "The Risks from Tuberculosis Infection Retained in Books," in which they stated: "There is probably no material risk involved in the reissue of books read by consumptives, unless the books are obviously soiled. Even then the risks are very slight."

Dr. C. A. Laubach prepared an article on "The Possible Role of Books in the Dissemination of Contagious Diseases," which was published in the Johns Hopkins Hospital Bulletin for 1916, at page 183. He made a careful study with reference to the bacillus of diphtheria of books from our Branch No. 13 which "were badly soiled and torn, but in no instance could the diphtheria bacillus be isolated either by the use of special media or of animal inoculation." He then undertook the study of school books collected "from 50 houses where diphtheria had existed, the diagnosis having been established clinically and culturally. Only those books were selected for examination where there was definite evidence that they had been handled by the patient during the disease. Although 150 books were studied, both by cultural methods and by animal inoculation, our results were entirely negative. The belief that books assist in the dissemination of this disease, therefore, in our opinion, received no substantial support from their bacteriological examination in the laboratory." His conclusions were:

1. Pathogenic bacteria can seldom be isolated from books which have been handled by sick patients, and there is, therefore, no empirical reason for maintaining that books serve as vehicles of infection.

2. Direct sunlight and diffuse daylight are the most efficient germicides for organisms found on books, as they are for the same organisms under other conditions.

3. The fact that pathogenic bacteria, like the typhoid bacillus and diphtheria bacillus, can be recovered from artificially infected books under various circumstances after long periods of time, and the fact that the diphtheria bacillus does not lose in virulence during this period, are a sufficient reason for insisting upon the thorough disinfection of books which have been handled by patients.

These reports were commented on by Dr. W. A. Evans, in the Chicago Tribune, with the statement that the only test "which indicated any danger was the laboratory test, where the pollution was far greater than ever prevails in practice." Dr. Evans' article was reported in the Wisconsin Library Bulletin for November at page 390.

For a number of years through an arrangement with the Health Department we have received from them every few days lists of cases of infectious diseases reported to them, and when we find a book has been drawn at an address included in any of these lists, we insist upon evidence in the shape of a physician's certificate that the book has been properly disinfected.

CIRCULATION—CENTRAL LIBRARY.

The books on selected subjects, placed on the uppermost shelf in the Delivery Room showcase, show the following results: In January we circulated 647 books in European History, as against 530 in 1915; in February we circulated 199 books in Language and Education, as against 169 in 1915; in March we circulated 645 books in American History, as against 520 in 1915; in April we circulated 437 books in Political and Social Science, as against 297 in 1915; in May we circulated 317 books in Military, Naval

and Recreative Arts, as against 218 in 1915; in June we circulated 162 books in Medicine, as against 68 in 1915; in July we circulated 268 books in Poetry and the Drama, as against 212 in 1915; in August we circulated 294 books in Biography, as against 167 in 1915; in September we circulated 178 books in Voyages and Travel, as against 45 in 1915; in October we circulated 515 books in Essays, Miscellaneous Works, etc., as against 457 in 1915; in November we circulated 378 books in Religion, as against 366 in 1915; in December we circulated 216 books in History—Asiatic, African, etc., as against 96 in 1915.

“This Department is keeping up a fairly good record, considering the small number of volumes of fiction added during the last three months. It is perfectly useless to try to thrust a non-fiction work on a reader who indulges solely in romance, and preference is invariably shown to novels whose titles are full of sentiment or suggestive of some great mystery. People seem to have received a surfeit of the war. Recent additions by no means claim the attention that the earlier books published on this great subject did.

“Nearly all the books in the stacks have been moved and rearranged. This was made practicable when the books for the new departments were removed to 400 Cathedral street. The young men worked very hard to accomplish this.

“The Circulating Department of the Library is fast becoming the center of a system of Branches. With eighteen Branches drawing books from our shelves each day, it very often occurs that we have very few copies of popular books for our patrons at the Central. Some of them tell us that they experience less difficulty in getting new books at a Branch than they do from our Delivery Room. We try very hard to keep the showcase supplied with good fiction (not always new) because so many rely upon it entirely. We are very glad to have the space in the case formerly filled with children’s books for the new books of a miscellaneous character. It is a decided help to those who are not familiar with the card index, and, also, brings a great number of the late accessions directly to the attention of the public.”

The new Child Labor Law of the State has made it more difficult than formerly to obtain boys as runners.

OPEN-SHELF DEPARTMENT.

The home circulation amounted to 7,188, of which number 4,361, or 61 per cent., were works of fiction. The average circulation of each book was 1.95. The highest circulation, 76, occurred on February 26, and the lowest, 8, occurred on July 25. The average circulation was 24 volumes. The number of visitors to the room was 10,371.

The lists of books from the American Library Association Catalogue which we hope to buy for this Department have been completed and are being sent to various second-hand dealers in this City and elsewhere. The Department has catalogued such books as have been bought for it and has also rendered valuable assistance to the Order Department. We have placed here a collection of standard literature, so that the people might have access, not to the latest, but to the best books. We have tried to give Baltimore what Ralph Waldo Emerson referred to when he said: "Consider what you have in the smallest chosen library. A company of the wisest and wittiest men that could be picked out of all civil countries, in a thousand years, have set in best order the results of their learning and wisdom. The men themselves were hid and inaccessible, solitary, impatient of interruption, fenced by etiquette; but the thought which they did not uncover to their bosom friend is here written out in transparent words to us, the strangers of another age." * * * The three practical rules, then, which I have to offer are—1, Never read any book that is not a year old. 2, Never read any but famed books. 3. Never read any but what you like; or, in Shakespeare's phrase,

"No profit goes where is no pleasure ta'en:
In brief, sir, study what you most affect."

* * * * "The novel is that allowance and frolic the imagination finds."

* * * * "The imagination infuses a certain volatility and intoxication. It has a flute which sets the atoms of our frame in a dance, like planets; and, once so liberated, the whole man reeling drunk to the music, they never quite subside to their old stony state. But what is the imagination? Only an arm or weapon of the interior energy; only the precursor of the reason. And books that treat the old pedantries of the world, our times, places, professions, customs, opinions, histories, with a certain freedom, and distribute things, not after the usages of America and Europe, but after the laws of right reason, and with as daring a freedom as we use in dreams, put us on our feet again, enable us to form an original judgment of our duties, and suggest new thoughts for tomorrow."

Although all of the books in this collection are not of the very highest standard of excellence, most of them are, so that we might have placed as a motto on the walls of the room these stanzas from Whittier's "Library":

"And here, today, the dead look down,
The kings of mind again we crown;
We hear the voices lost so long,
The sage's word, the sibyl's song.

Here Greek and Roman find themselves
Alive among these crowded shelves;
And Shakespeare threads again his stage,
And Chaucer paints anew his age."

If there be any truth in the saying of G. H. Fitch in the introduction to his "Modern English Books of Power" that "to make the books of one man or woman of genius a part of our mental possessions is to be set on the broad highway to literary culture," then a number of people through this Department have traveled far on the "broad highway to literary culture" to which he refers. New books always will appeal to the mass of the people, but the public library must also make provision for those who wish the greatest rather than the latest, who wish books not for refer-

ence, but for study, who desire to obtain what Professor Paul Shorey referred to in his oration entitled "The Unity of the Human Spirit."—(Representative Phi Beta Kappa Orations, page 500.)

"But if, to wrest the old Platonic phrases once more to our purpose, the flux is not all, if the good, the true and the beautiful are something real and ascertainable, if these eternal ideals reëmbodify themselves from age to age essentially the same in the imaginative visions of supreme genius and in the persistent sanity and rationality of the world's best books, then our reading and study are redeemed, both from the obsessions of the hour, and the tyranny of quantitative measures and mechanical methods. The boundless ocean of books is before us, and the courageous reader will make many a bold voyage of discovery to rarely visited shores. But more and more as the years go by will he concentrate his attention on the books that preserve from age to age the precious distillation of the human spirit in its finest flower. They are not so many but that he may in time hope to seek them out and in some sort to know them. They are comparatively few, but

"That few is all the world which with a few
Doth ever live and move and work and strive."

During the latter part of the year an encouraging increase in the number of visitors to this room was seen, and comparing it with the two Departments opened during 1916, we feel that we have no cause to think that this Department is neglected by the public.

DEPARTMENT OF NATURAL SCIENCE AND INDUSTRIAL ARTS.

The home circulation amounted to 4,286, and the average circulation of each book was .59. The highest circulation in the department, 50, occurred on December 9, and the lowest, 9, occurred on August 10 and September 7. The average circulation was 23 volumes. The number of visitors to the room was 12,344.

Hundreds of years ago Chaucer, in "The Assembly of Foules," wrote:

"Out of old bookes, in good faithe,
Cometh al this new science that men lere,"

and although at the present day new scientific books are much more sought for than old ones, yet it is to books that the man must go who would know what is the present status of scientific or technical information.

"The Department of Natural Science and Industrial Arts (sometimes known as the Technology Department) was opened to the public on June 1, at 400 Cathedral street, in the second and third floors. This house had for several years been occupied by a fraternal organization, and after their removal, on April 1, to other quarters, carpenters, painters, paperhangers, electricians and plumbers remodeled it, producing thereby an attractive and comfortable building, well adapted to library purposes. The books on Science and Industrial Arts, some 7,500 volumes in all, were removed from the main library and placed upon open shelves against the walls in the new building, and some seventy periodicals on scientific and technical subjects were transferred from the files of the main Reading Room and placed upon tables in the new department.

"This collection of books and periodicals on scientific and technical subjects, placed before the public for their use in comfortable, attractive, well-lighted rooms, soon proved to be a boon to large numbers of engineers, students and workmen in many lines of industry. Opening, as we did, at the very beginning of the heated term, we hardly expected to have a very busy summer, and yet, that there had existed a need for such a department of the Library became apparent from the start, and its popularity steadily increased, as shown from the facts that its patrons have numbered 1,306 in June, 1,390 in July, 1,451 in August, and 1,855 in September, and that the number of books circulated for home use increased from 542 in June to 668 in September.

"The demand for the latest books (especially those from the pens of American writers on technical subjects) is constant, and

it is greatly to be hoped that the financial resources of the Library may be augmented to the end that larger numbers of new technical books and new editions of others may be purchased. 'Up-to-the-minute' is the cry in the busy industrial world of today, and we must heed this cry in our work.

"The lack of a complete card catalogue of our technical collection has been a serious drawback to our work. When the Department opened on the first day in June, only 2,250 of its collection of approximately 7,500 books were represented in its card catalogue, and since that time many more have been catalogued, but about half the collection remains still to be catalogued. This means that the completion of the card catalogue of scientific and technical books will be greatly delayed if it is to proceed only at its present rate, thereby placing a great handicap upon the efficiency of the Department.

"Following the practice of the Branch Libraries, the shelf numbers of all new books have been marked in white ink on their backs, and the paper tags are being removed from the older books, which are then renumbered with white ink. In repairing damaged books, it has frequently been necessary to reback them with plain cloth of some dark color, generally black, and on all such volumes the titles and names of authors are marked in white. As a result, the appearance of our stock is vastly improved.

"It is pleasing to note that after several months' trial of the plan of keeping our files of current periodicals on open tables where our patrons may help themselves to what they want without being required to write their names and addresses on slips provided for the purpose, not one number of a magazine has disappeared, and mutilation and disfigurement has been rarely noticed.

"The relatively small number of books circulated indicates clearly to the student of statistics that this Department is doing its greatest work as a reference library. This is exactly the situation, for, while many patrons prefer taking books away from the Library for use in the home, office, or shop, the great majority are finding in the well-appointed reading rooms, with the

resources of the technical library right at hand, just what they have long needed and desired—a place where they might come for work and study.

“In a most friendly and highly complimentary article concerning this Department, which was published in the October number of the Monthly Journal of the Engineers’ Club of Baltimore, the writer states that “For the first time in the history of our City, the engineer may browse among fields related to his particular branch and have the privilege of taking from the Library books containing the morsels of food he particularly desires to digest.

* * * The opening of the new Library signalizes the greatest single blessing vouchsafed to our engineers in a long time.”

“Evidences of the educational value of the Department come to us almost daily. We know of two young men who have been spending their evenings studying and working in the Technology Library. One of them, as a result of increased efficiency thus acquired, has just been appointed to a lucrative position with a large manufacturing firm in a Northern city, and before leaving Baltimore expressed his thanks for the valuable assistance he had received in this Department.

“Serious use of this Department is not confined to the youthful seeker after technical information, for our patrons already include a number of well-known scientists and engineers, and one consulting engineer recently made the statement that information received in the Technology Department had enabled him to save \$300,000 for a client.

“The increased interest in wireless telegraphy, due largely to the Federal laws requiring all ocean-going vessels to be equipped with the wireless telegraph, is very noticeable, and our collection of books and pamphlets on this subject is totally inadequate to supply the demand. Especial attention is being given to the collection of bulletins on radio-telegraphy and catalogues of manufacturers of “wireless” apparatus and equipment, and we should increase as largely as possible our collection of books on this subject.

“A plan of collecting manufacturers’ catalogues and bulletins, instituted in September, has been an entire success, and in the

short space of little more than three months a large lot of pamphlet material (much of it quite valuable) on a variety of subjects has been assembled in properly labelled boxes, and is having a surprisingly wide use by our patrons. Thus far about 130 manufacturers have supplied us with their printed matter, and not only have manufacturers been sending their catalogues, but some have also presented us with complete sets of their scientific bulletins, while others have placed us on their mailing lists for free copies of their house organs, as published. In this manner fifteen house organs have been added to our list of current periodicals."

CHILDREN'S DEPARTMENT.

The home circulation amounted to 3,948. The average circulation of each book was .95. The highest circulation, 84, occurred on December 9, and the lowest, 17, occurred on December 8. The average circulation was 42 volumes. The number of visitors to the room was 5,687.

In the report of the Public Library of Cincinnati for 1914-15, at page 9, we find the following statement, true of every public library: "The use of the Library by the boys and girls is remarkable. There are in this city and this country no young men or young women who have not at their command more books than in any private library in the world. Time was when the children of the poor must go without books. They were the privilege of the rich alone. The biographies of the men of the last generation are filled with the stories of the longing of the growing youth for books—books which then were all but unobtainable."

This Library has always been extensively used by children, and an especial appropriation from the City authorities enabled us on September 11 to open, on the first floor of 400 Cathedral street, a department especially intended to give care to the children's reading. We have placed on the shelves not only the volumes of juvenile fiction, but books in miscellaneous classes which are adapted for children's reading, and we hope, in future years

with increased appropriations, to be able to make accessible to the children there many of the great standard works of literature. There is much danger of writing down to children, and of keeping children back from reading the best books, because of the unnecessary fear of immaturity of mind. Our position is that of Walter Bagehot, who, in his "Literary Studies," replied to objections raised against permitting children to read books difficult of comprehension: "It will be said, What is the use of this? Why not leave the reading of great books till a great age? Why plague and perplex childhood with complex facts remote from its experience and inapprehensible by its imagination? The reply is that, though in all great and combined facts there is much which childhood cannot thoroughly imagine, there is also in very many a great deal which can only be truly apprehended for the first time at that age."

Not only children patronize the new Department, but also teachers and parents. The hours of opening are from 9 A. M. to 6 P. M. From the report of the head of the Department the following paragraphs are taken:

"The work of remodeling the house at 400 Cathedral street was begun in the spring. The first floor of the building was chosen for the juvenile department, and a wiser selection could not have been made, since the rooms are so well adapted to the purpose. They are large, bright and airy, and are flooded with sunshine all day. Two of the rooms were shelved, and furnished with chairs and tables, thus combining stacks and reading rooms. Great has been the delight of the children when they have realized that they may wander at will among the books, with the privilege of looking through several before making a final selection. The rear room on the same floor was fitted up as a lunch and rest room, and is shared by the ladies of the Technology and Children's Departments.

"The juvenile books of the Central Library were transferred to the Children's Department and the work of recataloguing them was begun early in June. With a view to opening the department the first of September extra effort on the part of the cataloguing staff was put forth, and by the last of August nearly

thirty-nine hundred books had been catalogued, marked and put in their places on the shelves. Many of these books are old and unattractive as to binding, but since the opening of the department it has been interesting to note how many of them have been borrowed. The stock of the children's room consists of juvenile fiction and a few books selected from the Central miscellaneous stock.

- "The demand for fairy tales far exceeds our supply, but we hope to have many more in the near future. New books are what we need most of all now, and we expect to be fortunate enough to receive at least a good proportion of the many for which we shall ask from time to time.

"We have brought the juvenile magazines from the Central Reading Room and placed them at the disposal of our young readers, to whom they seem to afford much pleasure.

"The circulation is increasing, and reference work is being done as well as our very limited number of books permits. Children from practically every section of the City and several from the suburbs have become regular patrons, and each week finds new faces in the groups around our tables. Skates are piled back of the door while the owners find books about 'princesses and giants' or hold consultations on the relative merits of books which 'tell how to make moving-picture machines and aeroplanes.'

"Shortly after the opening of the schools the papers published an interesting description of the new department. The Baltimore News supplemented it by a picture of the room. This announcement was really an advertisement, in that it created widespread interest throughout the City. Parents and teachers were unanimous in saying that this is 'one of the best things the Library has done.'

"In October, clubs were organized, and a story-hour for little children arranged. All these have been most successful. The first story-hour was given October 31, with an attendance of three children. The following week six children heard the stories, and the next week nineteen were present. Now the attendance averages about twenty each week, and the story-hour bids fair to be an established feature of the work with children.

It is a real pleasure to conduct it, and to note from the various expressions on the children's faces their approval or disapproval of the stories chosen. The club for boys from eight to fifteen years old has proven popular. This club meets on Saturday morning for one hour. One-half the time is devoted to history and biography and the remainder to the reading of an interesting book. The club for girls is conducted along the same lines. It has been deemed advisable to change the time of meeting from Saturday morning to Saturday afternoon. By this change many girls who had to 'stay home to help mother' will be able to attend. Several girls, when they heard of the change, announced that they would come to the club instead of going to the 'movies,' as was their usual Saturday afternoon amusement.

"The one bulletin board which the room contained when the Department opened proved inadequate to our need, so two new ones were added in October. Pictures always appeal to children, and we try to keep new lists with suitable pictures constantly before them.

"With the coming of the holiday season we have had frequent requests for suggestions as to good books for gifts. With the aid of our lists, and by the display of our newest books, we have assisted several persons in their selections of Christmas presents. We have our entire stock of Christmas stories, poems, etc., displayed on one of our tables, and our patrons seem to find helpful suggestions here. This corner is patronized very frequently by adults.

"Finding that animal stories are popular with children, we prepared a list of our best books on wild and domestic beasts. We also have in preparation a graded list of books for schools, which we hope will be of material assistance to teachers as well as to pupils."

OUTSIDE DELIVERY.

The Branch Libraries drew in all 26,077 volumes from the Central Library through this Department, in addition to which there were sent to schools and institutions 22,077 volumes, of

which latter number 11,269, or 51 per cent., were works of fiction.

We have been pleased to see during the year the addition of new departments of Goucher College using the books through this Department. There has been an extensive and very intelligent use of the books by the Eastern High School. Our pleasant and valued connection with the Teachers Training School continued, and the work with the Playgrounds was more extensive and efficient than in any previous season.

The work of this Department was very much delayed in the autumn on account of the postponement of the opening of the Public Schools. When Branch No. 18 was opened, boxes of books were sent there every few days, to supplement the children's collection, which was too small for the great demand. Books continue to be sent through the mail to the blind, and in December for the first time we began so to send books to blind persons dwelling in Baltimore City.

Our connection with the schools continues to be an important one. Many schools do not draw boxes of books from the Library; but, where one or more teachers are especially interested in the reading of their pupils, this method of furnishing supplemental reading is found of great value. Both the public schools and the public library have as their object, to quote from Bostwick's "American Public Library" (p. 106-108), "the adequate education of the individual—a process beginning in infancy and lasting until death—and that such mutual aid as is possible between school and library should be directed intelligently and thoughtfully to this end, and only to this end.

* * * Habitual use of a well-selected library before and during school education will reveal aptitudes in various directions, and will enable the student, especially if he has good advisers, to control the amount and direction of his formal education with vastly more surety than otherwise."

BRANCHES IN GENERAL.

The Branches have improved in their work, particularly in the clubs and the preparation of bulletin boards, in this way instructing the people and bringing before them good books. Our posters in the various Branches show considerable thought. We have had many changes among our Branch staff, which sometimes is a very good thing, as changes often bring about new ideas and thus improve the work in the different departments. At Branch No. 1, where we have tried the arrangement of books in the block system instead of ribbon fashion for a year, we found it such a great improvement over the old system. This was particularly found in taking stock, which took much less time. All Branches have been instructed to arrange their books on the same system prior to stock-taking next year. I am sorry to report such a heavy loss of missing books from the stock-taking of 1916 (410), and sincerely hope this year to find each Branch coming out with a better record. The whole Branch cabinet of cards and the A. L. A. catalogue were gone over, and thus we were able to order in all standard books where they had not been ordered. After the first of the year we expect to do this same work for Branches 11 and 18, as these were not included last year.

In the fall, at the Wednesday morning meetings with the Branch Librarians, papers were read by them upon Political Science and Socialism, Biography, South America, History and Travel, Book Reviews, Education, Journalism, Rhetoric, etc., History of Literature, and Poetry and Drama.

At nearly every Branch we have a Story-Hour Club, having been most fortunate in having the Playground Association to co-operate with us in this work, giving us trained story-tellers. The whole hour is not devoted entirely to story-telling, part of the time being used to instruct the children how to use the books in the Branches, and in what books they can find the stories which have been told. These story-hour clubs are arranged in three grades, ages 4-8, 9-12, 13-16. We are looking forward to much

increase in this work. The schedule of clubs during the year was as follows:

January-April—Branch No. 3, Small Girls, Thursday, 4 to 5; Branch No. 3, Boys' Club, Friday, 4 to 5; Branch No. 5, Small Boys and Girls, Thursday, 4 to 5; Branch No. 6, Girls' Club, Friday, 4 to 5; Branch No. 7, Girls, Wednesday, 7 to 8; Branch No. 7, Boys, Thursday, 7 to 8; Branch No. 7, Small Boys and Girls, Thursday, 4 to 5; Branch No. 9, Boys' Club, Friday, 7.30 to 8.30; Branch No. 12, Girls' Club, Thursday, 4 to 5; Branch No. 12, Small Boys and Girls, Saturday, 4 to 5; Branch No. 12, Women's Club (Literary), Monday, 7.30 to 8.30; Branch No. 13, Girls' Club, Thursday, 4.30 to 5.30; Branch No. 13, Small Girls' Club, Saturday, 4 to 5; Branch No. 13, Small Boys, Friday, 4.30 to 5.30; Branch No. 14, Girls' and Boys', Third Grade, Thursday, 4 to 5; Branch No. 15, Small Girls and Boys, Saturday, 3 to 4; Branch No. 16, Boys' Debating Club, Friday, 7.30 to 8.30; Branch No. 17, Boys' Club, Friday, 4 to 5; Branch No. 17, Girls' Club, Saturday, 4 to 5; Branch No. 17, Women's Club (Literary), Wednesday, 4 to 5.

November-December—Branch No. 3, Story Hour, Saturday, 3 to 4; Branch No. 4, Girls' Club, Friday, 4 to 5; Branch No. 4, Story Hour, Thursday, 4 to 5; Branch No. 5, Story Hour, Thursday, 4 to 5; Branch No. 5, Boys' Debating Club, Tuesday, 4.30 to 5.30; Branch No. 6, Girls' Club, Thursday, 4 to 5; Branch No. 7, Girls' Club, Friday, 4 to 5; Branch No. 7, Small Girls, Saturday, 3 to 4; Branch No. 7, Story Hour, Wednesday, 4 to 5; Branch No. 8, Story Hour, Wednesday, 4 to 5; Branch No. 9, Story Hour, three grades, Wednesday, 1 to 4.30; Branch No. 12, Story Hour, Friday, 4 to 5; Branch No. 12, Women's Club (Literary), Monday, 7.30 to 8.30; Branch No. 13, Girls' Club, Tuesday, 4 to 5; Branch No. 13, Boys' Club, Thursday, 4 to 5; Branch No. 13, Story Hour, Saturday, 4 to 5; Branch No. 14, Story Hour, Thursday, 4 to 5; Branch No. 14, Boys' Debating Club, Monday, 4 to 5; Branch No. 14, Literary Club, Friday, 4 to 5; Branch No. 15, Story Hour, Saturday, 3 to 4; Branch No. 15, Girls' Club, Friday, 4 to 5; Branch No. 16, Boys' Debating Club, Friday, 7.30 to 8.30; Branch No. 16, Little Folks' Club, Saturday, 3 to 4;

Branch No. 17, Girls' Club, Tuesday, 4 to 5; Branch No. 17, Boys' Debating Club, Friday, 4 to 5; Branch No. 17, Story Hour, Thursday, 4 to 5; Branch No. 18, Story Hour, Monday, 4 to 5.

"Stock-taking was a pleasant task this year, when compared with the previous years, for the old Branch classification now being changed to the Central classification, we have only the one shelf-list record at each Branch to handle, and do not have the double classification to check. The little book, 'Series of Books for Juveniles,' has been helpful in finding sequels of books and filling out sets when incomplete at the Branches. A short reading list entitled 'Favorite Stories of the Library Reading Clubs' has been typewritten and sent to each Branch. This list is especially useful to club workers.

"One hundred more magazine covers were purchased in April. Two years ago we purchased a number, and these were a wonderful protection to the magazines, for we have been able to bind the magazines at the Stations that were never before in a condition to bind, on account of the use by the children.

"At all the Branches there was great interest displayed in the Shakespeare celebration. The halls at several of the Branches have been used by associations, on nights when the Branch is not using the hall. By co-operating this way, we are bringing before the public the great use of the Library.

"The counting of visitors using the Library each day gives an idea just how much more work is accomplished at each Branch, beside the actual circulation, a great deal of time having been spent on this work heretofore, which has never counted for a thing in figures.

"The opening of Branch No. 18 was a great success, this being the first Branch where we were able to have the time to fix the whole building. When the doors were thrown open to the public everything was in perfect readiness, and the building looked most attractive. The large circulation there has given the clerks very little time to keep up the bindery work. After the first of the year we will be compelled to send them extra help, as we have had to do before at other new Branches.

"We started our lectures this fall in November, and I have found great difficulty in securing lecturers gratis. If we only had a fund set aside for this work, how much better we could serve the public. Unfortunately we have had to call upon the same lecturers year after year, some of whom have exhausted their material. Our lectures this fall have been very instructive, and the slides beautiful. At the Branches in neighborhoods where there are few opportunities, we have been doing especially good work, for these lectures are all educational, and we have had well-filled halls and people eager to know from month to month what the next lecture is to be."

At a meeting of the Board of School Commissioners, on November 22, our request that announcement of our lectures be made in the Public Schools was approved. At Branch No. 9 the Locust Point Settlement Association co-operated with us in arranging the lectures.

The cleaning of all official cards in the public card catalogue and ordering of new ones where the cards are beyond cleaning, has been done in spare time during the past year, and this work in all Branches is almost completed. At the suburban Branches the lawns are very attractive.

The five-dollar prize for efficiency and original ideas was awarded during the past year to the following Branches:

January—Exhibit of inventors and inventions, Branch No. 5.

February—The efforts to increase the circulation of books, Branch No. 14.

March—Bulletin on the subject of birds, Branch No. 8.

April—Attendance and good order of its lecture course, Branch No. 12.

May—Punctuality of staff, Branch No. 16.

June—Bulletin, "Learn More, Earn More," Branch No. 12.

July—Excellence of its records in stock-taking, Station No. 10.

August—Bulletin and exhibition of canning and preserving, Branch No. 3.

September—Fine condition of grounds, Branch No. 14.

October—Best time book of staff, Branch No. 16.

November—Miss Herring's Club, Branch No. 5.

December—Christmas Bulletin, Branch No. 4.

BRANCH No. 1—FREMONT AVENUE, NEAR LAFAYETTE SQUARE.

The home circulation amounted to 27,078, of which number 11,363, or 42 per cent., were works of fiction. The average circulation of each book was 1.91. The Branch, in addition, circulated 678 books through delivery from the Central Library. The highest circulation, 202 volumes, occurred February 26, and the lowest, 36 volumes, occurred September 28. The average circulation was 88.

At the end of the year the Branch Librarian reported as follows:

"The weeks and months fly by with startling rapidity. One year ago we received permission to alter the arrangement of our books from the ribbon to the block system. The circulation of miscellaneous books shows a very slight increase. We may draw conclusions and prove nothing. We know, however, that more people go directly to certain sections to find their books and some have remarked favorably upon the change. Applicants learn location much more quickly and books are not placed as haphazardly on the shelves by the public. It is also much easier to indicate, to the borrower, the location of a book without leaving the desk.

"Many little things are done during a year and nothing occurs to show whether they have been of advantage or not. For months we have been placing new books, replacements, series and other books, on a table in the center of the room. Every now and then someone will call for a book, stating they saw it on this table.

"The pictures from 'The National Parks Portfolio' and the map showing location of the parks, which we have had at the desk for some time, with tickets to all lectures, have attracted much attention and many pleasant remarks.

"A scholar from the Teachers' Training School recently said of the Library: 'I don't know what I would do without this place. I have done more work in one hour up here today than I could have done at home in three.' A little boy, a frequent visitor, is

impressed with the quiet of the place. He says his little brother makes it impossible for him to read or study at home. Such passing remarks are a help."

All the bindery work at this Branch has been done without assistance from the Central Library.

At this Branch all of our apprentices receive a portion of their training.

BRANCH NO. 2—HOLLINS STREET, NEAR UNION SQUARE.

The home circulation amounted to 41,959 volumes, of which number 17,426, or 42 per cent., were works of fiction. The average circulation of each book was 3.11. The Branch, in addition, circulated 1,209 books through delivery from the Central Library. The highest circulation, 232 volumes, occurred March 4, and the lowest, 64 volumes, occurred November 23. The average circulation was 137 volumes.

"Our Boy Scout handbook is in constant demand. One rather interesting incident in connection with this scout movement is that a colored boy, who has been coming here for books ever since he was quite a little lad, told me that he was the one who organized the first colored scout company in the City.

"Our books on gardening were in constant use during the spring and, if those who consulted them were as successful as they were enthusiastic, this part of the City should blossom like the rose. We have some excellent books on this subject. The Shakespeare board that we posted was of help to many, and revived the interest in his works, judging by the number of people who used the books, both in the reading room and on cards.

"Sometimes we are amused at the titles by which certain books are asked. A small boy said he wanted 'The Bungalow Boy,' but was persuaded that 'The Brushwood Boy' was what he meant, and a little girl who thought she would like to have 'Molly Perfume,' decided that 'Polly Cologne' would do just as well.

"It has been over a year and a half since Branch No. 2 has been arranged as an open-shelf library, and we have had a chance, in that time, to judge the merits and demerits of the sys-

tem. We feel we are the shepherds of a flock of books and that we have to guard them from the depredations of the literary wolves, who desire to 'read, mark, learn and inwardly digest' the books, to digest them so thoroughly that there often remains not a trace of them to be found.

"When stock-taking is over and we take toll of the missing, we sometimes wonder have we been as careful guardians as we should and wish that we had the eyes of Argus, that we might watch every one at once, for, no matter how much we may try, we cannot prevent the disappearance of some of our books.

"We are disappointed that our circulation has not numerically increased as we hoped, but, as time goes on, we realize that there are many who read the books and yet who never take the trouble to get a card, and as only one book can go out on a card, they find it more convenient to come here, get as many books as they want, read what they care to, and go home, generally leaving the books where they used them. In fact, the adults err in that way more than the juvenile readers, for we can keep watch more easily on the children, and by constant reminders, see that they return the books to the place from which they are taken.

"The present system has many merits; the greatest and most far-reaching is, we think, the habit that is given the people of browsing among the books, taking a little here and there, until finally they find something that exactly suits them. Then people are much more lenient in their judgment of a book they select for themselves. Under the old system, if we selected a book for our patrons and it was not exactly to their taste, when they returned it, they told us in no measured terms what they thought of it and made us feel that we were entirely to blame. Now when they choose their own books and bring them back, we sometimes ask them how they liked what they had, and, if it has happened that it was not exactly what they wanted, they answered, almost apologetically: 'We did not care for this as much as some we have had.'

"The children's appreciation of the open shelves is always a delight; they come so eagerly and are so interested in getting their books. Generally, they know exactly where the books are

that they want, and scarcely ever need any assistance. We think they will be educated, by the time they are graduated into the adult section, so that they will be more self-reliant and thoughtful than are the adult readers of today.

"A decrease in circulation has been noticeable in the latter part of the year. While our figures show a falling off from those of last year, our work has been, if anything, more effective than in previous years. The public school teachers have given the children more reference work than usual, and, in order that each child should have access to the book or books necessary for its work, we have been compelled to keep the books here to be used for reference only. Many times we had only two or three books that were needed, so that, instead of giving out what we have on cards, the children came to the Library and used the books. Could we have counted every book so used, the numerical result would have been very gratifying. We have tried to get in touch with the teachers of the adjacent schools and have called them up by telephone and asked them to co-operate with us, by sending us, in advance, a list of subjects that the children were to find. By so doing, they would give us the advantage of looking up at our leisure the necessary material. Many of our younger readers are leaving their cards with us until the end of the scholastic year, as they say their studies are more difficult and they cannot read and study too.

"The idea of counting the visitors who come to the Library is a good one, but the total does not accurately tell how many books are used, for many of the students of three different colleges depend upon our books for reference, sometimes using as many as a dozen at one time. These books, while not appearing at all on our counted circulation, are just as much used as though they were taken home on cards. Also we have some readers who seem to prefer continued stories, as they come here and read fiction, a few chapters at a time, and if the book they first started is out, they content themselves with another, so reading two stories serially."

BRANCH No. 3—LIGHT STREET, NEAR RIVERSIDE PARK.

The home circulation amounted to 33,912, of which 12,272, or 36 per cent., were works of fiction. In addition, 567 volumes were circulated through delivery from the Central Library. The average circulation of each book was 2.97. The highest circulation, 235 volumes, occurred February 21, and the lowest, 40, occurred July 3. The average circulation was 111 volumes.

"When we received a complete set of 'Peeps in Many Lands,' we arranged our bulletin board with pictures of girls wearing the native costume and holding the flag of each respective country. Under these pictures was placed a list of the books. Needless to say, this has appealed most forcibly to the children.

"In the spring we made lists of books on various occupations, such as carpentry, plumbing, engineering, architecture and religion. When a child called for a book, we inquired as to his father's occupation, and sent a corresponding list to him, together with an application. It is a deplorable fact that so few people knew what a splendid variety of books could be obtained at our Branch.

"Usually the cry is for the latest fiction, and the standard novels are often neglected. To many of our patrons we almost hesitate to advocate the reading of the standard novels. Our average borrower is compelled to read as a recreation, and consequently prefers the lighter books. But even so, we feel this reading reaps its reward, as most of our books of fiction bring home lessons of honesty, truth and devotion, leaving a good impression.

"We still have considerable selecting of books to do, as so often the children are sent by the older people for their books; so we keep some of the latest ones at the desk for this purpose.

"Our Shakespeare board attracted much attention and comment. The reading room has been well patronized by adults, particularly men. One man, a Belgian, who is detained in our country on account of the war, repeatedly asserts he will never forget the services and help received from this Branch of the

Library. It is not unusual for him to spend the entire day reading the different books and magazines.

"We are more than glad to also report that we have been fortunate enough to receive the prize for the month of August for our 'Preserving Exhibition.' Pictures of the different fruits were mounted on white backgrounds and the recipe for either preserving or canning the same was typewritten below the picture. Under the bulletin board was a small table, on which were jars of the fruit, having been prepared according to the recipes above. This formed a decidedly unique and attractive combination. Then, too, near the entrance to the Library was placed a poster, in order to attract the people's attention on entering the building. The exhibition was the means of scores visiting the Branch. An announcement appeared in the daily papers regarding the display, and this was responsible for many of the visitors. Miss Nora A. Nilson, at that time the Assistant Branch Librarian, prepared the exhibition, the idea being her own. For the prize money we have purchased some fine subjects in statuary. There are a bust of Dickens, Shakespeare and Bryant, Mercury and The Dying Gaul. Needless to say these add considerably to the attractiveness of our Branch. The gaining of this prize brings the number of prizes awarded to Branch No. 3 up to four, giving an evidence of the interest the staff of Branch No. 3 has in their work.

"Of course, we could ask for a great many things that we should like to have, and feel we need, namely, electric lights, linoleum and screens, but we feel we shall receive these requests when it is possible for them to be given us.

"In November we followed the example of one of the other Branches and visited all the homes of the persons who had registered and failed to call and use their cards, leaving the cards at the homes with slips of paper on which were the words, 'The Enoch Pratt Free Library is yours, and its service is freely offered to you,' and the pamphlet 'Facts for the Public.' We enjoyed very much taking these cards around, for we not only found that several had forgotten that they ever registered, or that the Library was in existence, but were glad of the interest

shown in their welfare and promptly called at the Branch and made use of their card. We also found it a benefit to the clerks at the Branch, helping them to know the section of the City in which the Library is situated and thereby learning more about the streets. We have endeavored to bring before the public the usefulness and advantages which the Library affords and hope that a number of people will soon avail themselves of the splendid opportunity of reading the number of good books at our Branch. We are still continually receiving new applicants, but find it a hard matter to hold the old patrons for the lack of new books, especially fiction. A collection of the newer miscellaneous books is kept on the top of the card catalogue, which was moved to the center of the room. We find we have several patrons who watch with interest this collection and enjoy reading all the new publications.

"Our reference work increased considerably in the autumn, and it was a common occurrence to see every chair occupied in the reading room.

"One of the teachers of the Playground Association is about to start two clubs on Saturday afternoon in the bindery. One will be the Story Hour for the younger children, and then an hour will be given the older ones. We are looking forward with great pleasure to the clubs, as the children are not only told stories, but are to be taught how to use the Library. We wish her great success, and are all willing to render any assistance possible."

BRANCH NO. 4—CANTON.

The home circulation amounted to 32,566 volumes, of which number 10,814, or 33 per cent., were works of fiction. The average circulation of each book was 2.88. The Branch circulated in addition 935 books through delivery from the Central Library. The highest circulation, 219, occurred February 21, and the smallest, 47 volumes, occurred December 15. The average circulation was 106.

This Branch was connected with the City sewer system in the spring.

"In January of this year the wire fence around our lawn was thoroughly repaired and given two coats of paint. This fence was erected in 1911, and as this is the first general repairing and painting it has had, we consider the money well spent. How nice it would be to have a hedge started now, that would in time replace this fence; how much more attractive our Branch would appear!

"The new accessions recently received are certainly appreciated. The 'Young Folks' Cyclopædia' has more than paid for itself already. To one of our old patrons, whom we know is interested in works of travel, and who had not been to the Branch for some time, we mailed a list of our 'Peeps at Many Lands.' She answered the notice in person the next morning and drew out two books, thus assuring us of her appreciation and patronage.

"In October, 1915, we planted a number of hyacinths and tulips in our garden, and were rewarded this April with a bed of beautiful spring blooms. Since then our almond bush came into bloom, and then we enjoyed our purple and white flags. These cut flowers supplied from our garden added a touch of cheer, and helped fill in the vacancy left after the ferns and potted plants were removed from the building for the summer.

"Conscientious clerks do not work for praise, and do not expect any, but a word of appreciation is always helpful, and for the Branch to win the prize occasionally certainly spurs the force on to greater usefulness.

"Stock-taking this year was a pleasure; the cards read so well and everything canceled so nicely, even though stock was taken during the busiest part of the year, when home circulation was heaviest.

"We purchased with our prize money a bust of Shakespeare for the top of the museum case and monthly blooming rose bushes. These will help in the making of our perennial garden.

"When two books on the care of infants were added to our collection, we felt that we must try in some way to bring these

books before the mothers. We made two posters; one we placed on our bulletin board, the other we gave to the doctor in charge of the nearest milk station. For some time the books remained on the shelves, but after a while they were both in circulation. One mother, who has constantly made use of these books, was asked: 'How is it you are so successful with your little boy?' Her reply was that she thanked her doctor and The Enoch Pratt Free Library. At the milk station her baby was passed by the doctor and nurse as a perfect baby. While other mothers are using these books, this is one case where we know that our effort was really worth while.

"The young folks have been coming to the reading room in large numbers. One evening we counted groups of children and students from six of our schools and colleges. This speaks well for a downtown Branch. Since there are so many using the reading room at a time, it became necessary to rearrange our Library furniture. We have placed the card catalogue directly under the front windows; in the place where the catalogue formerly stood, we placed the children's table, making room for the tables from the stacks to be moved forward. We now have full supervision of all. Formerly the children would crowd around those in the stacks, making it difficult for the adults to get to the back shelves, also making it hard for the clerk at the desk to control them and to keep order.

"This year we have a club for girls from 11 to 14 years of age. Each one is allowed to bring her work bag and crochet or embroider, while we read or tell them a story. We hope to take up some of the work we had in our Question Club of last year.

"Pictures have an unconscious but great power over most of us. A simple illustration calling attention to some book will sometimes accomplish more than pages of testimonials. Our December bulletin board is an especially attractive one this year. In the lower right-hand corner of the board there are two little children asleep—'Waiting for Santa'; in the upper left corner we have 'Santa and Reindeer'; across the top of the board in large letters, 'Christmas, 1916.' There is a list of books on Christmas, the whole being drawn in colored chalk.

"We have sent a very pretty poster to the Second Branch of the Young Women's Christian Association that was recently opened. It is a picture of a girl seated before a bookcase with a book in her hand, mounted on a large piece of gray cardboard, with the following inscription printed with crayon: '*Do you enjoy reading magazines? Spend an evening with the best at Branch 4 of the Enoch Pratt Free Library.*'"

BRANCH NO. 5—NORTH BROADWAY, NEAR JOHNS HOPKINS HOSPITAL.

The home circulation amounted to 35,879 volumes, of which number 12,249, or 34 per cent., were works of fiction. In addition, 459 books were circulated through delivery from Central Library. The average circulation of each book was 2.70. The highest circulation, 242 volumes, occurred February 21, and the lowest, 53, occurred on December 5. The average circulation was 117 volumes.

"In January we held at Branch No. 5 an exhibition of inventions, which seemed to us to be of special importance and of every-day use. Some of the articles used were loaned by different stores and others by friends. One of the most pleasant features of the exhibition was the kindness of those of whom we borrowed the articles in sending and coming for them when we had kept them two weeks. In one case we had over a dozen articles sent us, from which were selected those which best suited the purpose and our limited space. Some of the smaller articles we purchased ourselves, dividing the cost into three parts. Besides the articles shown, we had a short account of the inventor, with his picture whenever possible to obtain one. The men and boys seemed to enjoy the display. For this exhibition we received the monthly prize, and with the money bought busts of the poets.

"A considerable part of the falling off in circulation is due to the lack of Bohemian books. When we ask the Bohemian people why they do not want books, the reply is, 'We have read all you have.' Of course this is not true, but they have read all the

fiction and the other books do not have any attraction for them.

"The Longfellow Literary Club of Branch No. 5 was opened for the year 1915-1916 on Tuesday, October 19, 1915, at 4.30 P. M., with an attendance of seven. The meetings are held each week for an hour. The members elected the following officers: President, vice-president and secretary. During the first part of the year, the Adviser took the members on a trip, which she had taken through the northern part of the United States and Canada, by means of a diary and pictures taken on the trip. Each week a certain place was visited in this way, the rest of the time was spent in reading some book. In the spring debates were held. The following subjects have been debated on:

1. The invention of the printing press was greater than the invention of the automobile.
2. That the United States is correct in the stand she has taken in connection with the European war.
3. The study of history is more beneficial to the individual mind than the study of biography.
4. Louisa Alcott is a greater authoress than Anna Fellows Johnston.
5. General Grant was a greater man than General Lee.

"Several of the teachers from the school opposite the Library visited the club. Besides the debates, the lives of the inventors and their inventions have been studied.

"The club held its final meeting for the spring on Tuesday, May 9. A programme had been arranged which consisted of six recitations, one dialogue and three readings. It was arranged entirely by the children and thoroughly enjoyed by all.

"We now have on roll 33, with an average attendance of 19 per week. The members include both boys and girls ranging in age from 11 to 15 years.

"The course undertaken by the club this year (1916-17) is American History. The course was mapped out during the summer and is arranged as follows: Each child is given an important event or the life of a prominent person to look up. A list of books is posted in the Library and the children make use of these

as reference. Papers are written on the subjects and read the next week.

"The meeting is called to order by the President (who is a girl); roll call and reading of the minutes follow. The papers are next called for and discussed in chronological order. At some meetings there is a debate, and on the weeks this is to take place, the last half hour is devoted to it. When the debate is omitted a story is read by the Adviser for the last twenty minutes.

"The club has had several visitors so far this year. Several mothers of the children have taken an interest and have been present at one meeting.

"One of the early programmes was as follows:

- I. Poem, "Children's Hour," by Longfellow, recited by a girl.
- II. Roll call.
- III. Reading of the minutes.
- IV. Papers read on: Peter Stuyvesant, Salem Witchcraft, Bacon's Rebellion, The Stamp Act, The Stamp Act Congress, The Declaration of Independence.
- V. Reading of the story (Daddy Long Legs).

"On the day after Christmas the following programme was given:

- I. "A Feelin' in the Christmas Air," by J. W. Riley.
- II. "Christmas Bells," by Longfellow.
- III. "The First Best Christmas Night," Margaret Deland.
- IV. "Crowded Out," Rosalie M. Jonas.
- V. Playlet, "The Christmas Candle."

"This fall we did not have as good a circulation as usual, so, acting on a suggestion made at one of our Wednesday meetings, we have taken the borrowers' cards which have been left at the Branch for various reasons, and divided them into three equal parts and are taking them to the people to whom they belong; also some application blanks. We hope that this will be a

gentle reminder that the Branch is still in existence, and that we would like the holders to use the Library again.

"After the alley in the rear of the Branch was cemented quite a space was left near our fence, so it became necessary to build a small brick wall in our yard. The trees were also trimmed by the men from the telephone company. It was an accommodation to them on account of their wires, and a benefit to us.

"Plants placed in different places make our room attractive. The garden kept the desk supplied with flowers during the summer and fall. Our Hallowe'en and Thanksgiving decorations were appreciated.

"The Little Folks' Reading Hour held its first meeting on November 23. It is composed of girls ranging in age from 5 to 10 years. Because they are small and should not be kept out after dark, the meetings are only for half an hour each, on Thursday afternoons. The little ones are interested and keep quiet while a story is read to them, after which they recite, and sometimes one of them will tell a story in her own words."

BRANCH NO. 6—PEABODY HEIGHTS.

The home circulation amounted to 28,256, of which number 13,332, or 47 per cent., were works of fiction. The average circulation of each book was 2.32. The Branch, in addition, circulated 1,308 books through delivery from the Central Library. The highest circulation, 171, occurred February 21, and the lowest, 44, occurred July 25. The average circulation was 92 volumes.

"We have had very interesting bulletin boards, the children have learned much from this source and the adult watches for the changed board with great interest. Our greatest difficulty is in our effort to keep the books in their proper place on the shelf. The adult gives us more trouble than the child. It is so easy to put a book in the wrong place. The Peabody Heights Reading Club for Girls is still in progress, and the interest seems never to wane. The membership consists of a dozen interested little girls about 10 years of age. Owing to the fact that we

hold our meetings in the bindery room, and lack not only room but chairs, it seems impossible to have a larger enrollment. There are quite a number who would love to have the invitation extended to them also to become members.

"The few members we have are as faithful and interested as can be, and every Thursday afternoon, after school, they troop in and their impatience is great, until invited in the back room at 4 o'clock. If one is unable to attend, she never fails to come and express her disappointment to me, and also give a very fine excuse.

"The afternoon is spent in taking up something instructive, in an interesting way. As a diversion, once a month we read a serial story published in St. Nicholas.

"If, perchance, we finish a story five minutes before closing time, and I make a motion to adjourn, I am greeted on all sides by cries of disapproval, and just ones, too, as I am infringing on their allotted time for dismissal. This shows the enthusiasm and interest prevalent among the club members. Recently, although present in the back room at Branch No. 6, we have been traveling up the Rhine and listening to the legends connected with various places of interest.

"The spring season brought new life and interest to us. The garden, which is always a delight, was a great pleasure; the bushes and flowers put forth their best efforts and everything looked prosperous. A number of pansy plants have been given us, as well as some plants for our window boxes.

"We had a very attractive and instructive board on the life of Shakespeare, which was very helpful to the girls of the High Schools. Goucher College kept us busy finding references for the students and we have learned much from the research work ourselves.

"As happens each summer, our regular janitor left us for another place and the same man who has served us so faithfully for a number of years, again has done his duty towards us. This summer man is a good gardener, and adds much to our pleasure by his care of the garden. This year we have had a pro-

fusion of foliage and not much blossom, although we have managed to have a few flowers on the desk each day.

"Among our magazines are two which are gifts, and they are especially enjoyed and appreciated by some of our patrons as well as ourselves. They are The Yale Review and The Unpopular Review.

"Early in the summer we had hoped we might have had screens, as the flies and insects are always very objectionable, but the library funds were too low for that and we must wait again. We would much rather have electric lights, as they would be cooler than gas and give a better light. The old chandeliers are unsightly and worn out and nearly caused a fire in the latter part of the year.

"With the opening of Goucher College and Johns Hopkins University in the fall, we had a number of registrations, and it is surprising how many different nationalities are represented. In October and November we are very busy with reference work.

"Persons tell us all their family affairs, and we must appear very interested. Some people ask all sorts of questions, some of which you cannot answer, others of which you are glad you know something. One day a man and woman came here and asked me about the marriage laws of Maryland, and wanted to know if one could be married in Maryland without a license. On another occasion a child who had been studying very hard came to the desk and asked if I had a compass. We should have all kinds of instruments to satisfy the demands of the public."

BRANCH NO. 7—WOODBERRY AND HAMPDEN.

The home circulation amounted to 15,038, of which 6,497, or 43 per cent., were works of fiction. The average circulation of each book was 1.85. The Branch, in addition, circulated 282 books through delivery from the Central Library. The highest circulation, 109, occurred April 3, and the smallest, 14, occurred October 31. The average circulation was 49.

The following lectures were given at the Branch during the year:

"History of the Telephone," J. O. Martin, January 17.

"Costa Rica," William D. Janney, February 28.

"Italy and the Italians," Rev. Clayton H. Ranck, March 20.

"Ancient and Modern Public Baths," Dr. Joseph E. Gichner, May 12.

"The Holy Land as It Is Today," William Grecht, November 20.

"We are sorry to report a decrease in our circulation, but times are so prosperous in this vicinity, with the mills running day and night, that we have a very small number of adults to patronize the Library. For the same reason, we have not been able to get the grown people to attend our lectures, though we have used every effort to draw them. With the children it is different. They simply crowd the lecture hall, and they are not always as well-behaved as we should like them to be.

"Our yard looked quite attractive in the summer. Our janitor likes outside work, and he takes a great deal of interest in everything. He filled in the bare, ugly places on the front slope and planted grass seed. The flower seeds we planted came up nicely.

"The most interesting feature of our summer's work was the starting of an out-of-door club for little girls of about 10 years of age. We grew from four to twelve members, and almost every week we had a full attendance. The girls brought their fancy work and sewed while being read to. We finished reading Baldwin's 'Fifty Famous Stories Retold,' classic stories and Mother Goose rhymes. Our yard is an ideal place for our club to meet, and it was an interesting sight to see the little girls sitting on the grass among the roses and shrubbery, happy at their fancy work, and listening with unusual attention to the stories being read to them. So eager and enthusiastic were they that they called for each other on their way, were here half an hour before the appointed time, and begged to stay longer when the time was up.

"We have been trying to increase the circulation at this Branch in many ways. One was to place a sign at the desk, bearing the words 'Help Us Grow,' and we asked every old member to try to get us one new member during the month the sign was displayed. We have also been leaving at the houses old cards and new registrations which had not been called for. In many cases we found that the people had moved, but others were glad to have their cards. One little girl seemed delighted to have hers. She said that she had called for the card before it had come from the Central Library, and she was ashamed to come the second time for it.

"Our first lecture this autumn was quite a success. We were prepared for a number of children, but were agreeably surprised at the number of adults and half-grown boys and girls present. Long before 8 o'clock the seats were all occupied and we were kept busy placing chairs in every available spot. When we had no more room for chairs, we began asking the children to move up close, so that we could put three children on two seats. Some little ones were also seated on the edge of the platform and a number were turned away. Mr. Grecht told the children not to hesitate to ask any questions, as he would be glad to answer any he could. After a while a very small person raised a hand and, upon being asked what question he would like to ask, said, 'Say, mister, what time is it?' Upon being told the time, he said, 'I guess I will have to go now, for my mother told me to be sure to be home by half-past eight.' Of course every one laughed, but Mr. Grecht told him that he was perfectly right to obey his mother, and that he was a nice little man.

"Our janitor is quite a handy man around the Library. He has put up electric lights in the cellar and a much-needed electric bell at the desk."

This Branch was connected with the City sewerage system during the year.

BRANCH No. 8—WALBROOK.

The home circulation amounted to 17,489, of which number 9,046, or 52 per cent., were works of fiction. The average circulation of each book was 2.86. The Branch, in addition, circulated 1,329 books through delivery from the Central Library. The highest circulation, 107, occurred February 26, and the smallest, 19, occurred December 15. The average circulation was 57 volumes.

“Not only do we need fiction, but we need books of every kind. Our first need is new fiction (not so-called best-sellers), but books which people want and expect to find when they come to the Library. Also works on ‘Child Study’ are constantly asked for, and sometimes it is weeks before we are able to secure a book from the Central Library. This is only one of the many subjects called for every day, and, after we have shown our books (on such subjects as might be wanted), we are compelled to resort to the Central Library. How much better it would be if we had books right here to use; not only would it increase our usefulness, but our circulation as well.

“A list of the complete series and sequels of our books for juvenile readers was made and posted in the young people’s room, together with pictures illustrating stories of Japan, Scout Life, Uncle Remus, fairy tales and nursery rhymes, which attracted and pleased the children. Five bright pictures illustrating fairy tales were framed by us and hung in the young people’s room.

“An attraction to both young and old was our bulletin on birds called the ‘Song of Spring.’ We placed on our ladder graded lists of books on birds, and posted colored pictures of many of our American songsters. To show the children something of the home life of the birds we exhibited a bough of cedar containing a little nest of eggs.

“As a result of the distribution of 200 circulars containing the location of the different Branches, many persons were brought to realize they had a library in their midst, and a number of applications were called for. These we hope will fill the loss caused

by our old patrons, who leave their cards, saying, 'They have read everything in the Library,' meaning fiction.

"Our annual stock-taking was most satisfactory, it being accomplished in one day, and proved the accuracy of our records. Not a book was found on the shelves incorrectly marked, and all slips charging books in the drawer read without a question. The sad part to report is the loss of thirteen books, three of which we discovered to be missing several months ago.

"With the advent of spring, in Easter week, three baby rabbits were discovered on our lawn, stored snugly away in their nest under a small bush. We watched them grow day by day, until finally they were able to leave the friendly protection of their home. As they increased in strength and sprightliness, every part of the lawn knew them, until finally they deserted their home and us. We were reminded of the habit of the mother rabbit who takes her offspring from the protection of the nest when they have grown strong and able to run. The trees surrounding the Library also serve as a home for rather a large family of squirrels. We hope our lawn and trees will continue to prove equally as attractive to our animal friends as has the Library to folks of the neighborhood.

"Probably the most helpful work done at this Library has been among the children of Walbrook. They express their appreciation in very flattering terms. One little girl declared that she positively could not live without the Library. They ask very amusing questions about taking out books and the Library equipment. A little boy about nine years old came in with a borrower's card to get a book. He was told that he could find something interesting in the children's room. In a few minutes he came to the desk with an armful of books, 'Our Little Cousin Series,' and said, 'Miss, I think these will be interesting.'

"The children are not the only ones who appreciate our little Branch. Some of our patrons said that they came here to read our magazines so that they can cool off during the summer. Many of them have said that there is a cool breeze here when it is hot every other place. They did not seem to realize the fact that many times the thermometer registered 93 degrees.

"The summer bulletin was on Mexico. A large map of Mexico, surrounded by scenes of Mexican home life, were its features. A list of books about Mexico was posted below to guide our patrons to literature on this subject.

"The last quarter showed a decided decrease in the home circulation over last year. This we attribute to three things. First, the schools being opened late this year has caused the children to work a bit harder, leaving very little time for reading. Secondly, at this time of the year people's minds are occupied with Christmas and Christmas gifts, so naturally the Library is a secondary consideration. Thirdly, the old complaint of 'nothing new.' One of our borrowers said she wouldn't mind sandwiching a few good new stories in with her Christmas sewing. But as we hadn't anything new to offer her, she felt it would be a waste of time to reread those books which she had read.

"Although the circulation does drop, the reference work never seems to grow less. We are constantly called upon for information on all subjects. Right now most of it bears on history, biography, and the various holidays occurring at this time of the year, all of which is most useful to the school children and very interesting to us. Sometimes it turns to recreation. A little boy asked 'How to make a boat "swim" in his bathtub.' He was given 'The American Boys' Handy Book,' 'Boys' Book of Sports,' Outdoor Life, etc. Almost immediately upon opening one of the books he found just what he wanted. His companion said, 'See, I told you to ask her; she knows everything.' Such a remark, while not true, is at least gratifying. The demand for a new set of encyclopedias is urgent, as later accounts of numerous subjects are continually being asked for.

"A little boy who came to the Library to get a book for his mother caused quite a lot of amusement by asking in all seriousness for 'Blackberry Finn,' said he didn't know who wrote it, but was sure about the name."

Electric lights were placed in the building in December.

More and more we feel the need of a larger building. We are so in need of an office and bindery for our own use, and club and lecture rooms for the public. We feel we are handicapped

a great deal by not having these things. Often people remark (after reading the subjects of coming lectures on the bulletin board), what a privilege!

The building still lacks the additional accommodations needed. Application was again made to the Board of Estimates for an appropriation of five thousand dollars for the enlargement of the building, but the desired appropriation was not granted.

BRANCH No. 9—LOCUST POINT.

The home circulation amounted to 12,827, of which 5,447, or 42 per cent., were works of fiction. In addition, 1,863 volumes were circulated through delivery from the Central Library. The average circulation of each book was 2.35. The highest circulation, 111 volumes, occurred January 3, and the lowest, 12, occurred July 13. The average circulation was 42 volumes.

The following lectures were given at the Branch during the year:

"California," Dr. Bernard C. Steiner, January 24.

"History of the Telephone," J. O. Martin, February 28.

"From the Alps to the Sea," Dr. Hans Froelicher, March 28.

"Poland," the Rev. Joel B. Hayden, November 14.

"Germany," Dr. Hans Froelicher, December 15.

"It is gratifying to see more men among our patrons than formerly. Frequently someone will come in the Branch in a hurry, to see if we can give him the information which will settle an argument, and leave more than pleased when he finds what he wants and he happens to be in the right.

"Recently a foreigner, evidently from one of the English ships in port at the time, came in to find if we could tell him the population of Holland, and, when we gave him statistics as late as 1915, he was quite profuse in his thanks.

"As advertising helps a business, so we have found that lists of books posted with illustrations circulate our books more frequently. Last year one of our magazines published articles on Alaska, with a number of illustrations, and we made of them a poster, together with a list of books at our Branch. Quite a

number of the books have circulated and a number of people have been interested in the illustrations.

"In the spring, when all the earth again awakened, the trees putting out their leaves, flowers budding forth and the farmers getting busy, to the Branch these things mean a smaller circulation and a number of cards returned. As usual, some of the people went to the country to help pick berries and help on the farms. This year we lost several of our very good boy patrons by their parents moving out on the farms permanently. These are foreigners who have only been living in this country a few years, and have saved enough to go out in the country on farms and work for themselves. While we are sorry to lose these patrons, we are glad to know of these ambitious people.

"Having learned that paper was very scarce and in demand, we collected all the advertisements taken from the magazines we had bound, and also saved our waste paper and sold it, using the money we received to buy plants for our window-boxes.

"The younger children have kept us busy in the reading room, most of these being too young to have cards. A number of times tiny ones would come in the Library and, on being asked what they wanted, they would reply, 'We want to look at pictures.' One mother, when coming after her child, remarked that the Library was such a nice place for the children to stay. We are glad to have the little ones, if they keep quiet, for 'Train up a child in the way he should go, and when he is old, he will not depart from it,' and we believe, if we get the children to take care of the books and be quiet in the Library when they are small, the love of reading will grow with them, and they will know how to use the Library when they get older.

"Having no index for short stories, we have begun working on one for the benefit of the public. This will include all the short stories and essays contained in the books in our Branch. When the same story is found in several books, the one card is used for all.

"We are still circulating German, Polish and Italian books, but the circulation of foreign books does not increase as it should.

This is due, we think, to most of the boys and girls giving up their cards when they leave school. Each year at this time we register a number of Polish children, who will use their cards for a year or so and then disappear. We have a few adults come to the Branch to get their books, but a very few in comparison to the population down here. Some of the Polish children who register get two cards, taking home a foreign book for their parents on one, and getting an English book for themselves on the other. We hoped they would in this way get the parents to use the Library, but were often disappointed. The lecture on Poland attracted a number of the parents. While it did not bring them directly to draw books, a number of the children are taking the books home to the parents.

"On Wednesday afternoon from 1 to 3.30 o'clock two or three of the classes from the school nearby come to the Library and go to the lecture hall, where they are told stories for about twenty minutes; then they are brought up to the reading room, where they are given books to either read or look at the pictures and are told how to use the Library and to take care of the books. After 3.30 the children from the fourth grades up are invited to the lecture hall to the Story Hour. These classes are in the entire charge of a trained story-teller from the Playground Association. We hope this will be the means of not only helping the children at school, but will teach many, if not all, the love of reading and help them find the friend and companion in books."

STATION No. 10—OLD TOWN.

The home circulation amounted to 18,898, of which number 6,521, or 35 per cent., were works of fiction. In addition to these, 3,052 books were circulated through delivery from the Central Library. The average circulation of each book was 7.95. The highest circulation, 122 volumes, occurred July 22, and the lowest, 18, occurred October 31. The average circulation was 61 volumes.

The behavior of the young children here is very satisfactory. They select books, sit down and read or look at pictures until tired, and then go quietly out, without taking any books with them. Some of them have serious purpose, as, for example, one boy has been studying German through our books.

A considerable amount of reference work is done here with the school children. More adults have used the Station than in previous years, and sometimes people marketing at Bel Air Market stop for books on their way home.

New sections of shelving were placed on the rear wall of the Station in the summer, giving space to display the children's books.

The Branch Librarian writes that "there is not a section in the City that needs a Branch Library more than Old Town. If there was one, we could get in closer touch with adults who would come in, if only to read magazines. Owing to our present small quarters, it is impossible to have absolute quiet so that adults may read without being disturbed."

The great need of this Station is a new building, situated a little to the north of the present one.

STATION NO. 11—1123 EAST BALTIMORE STREET, NEAR AISQUITTH STREET.

The home circulation amounted to 39,028 volumes, of which number 12,534, or 32 per cent., were works of fiction. In addition to these, 7,738 books were circulated through delivery from the Central Library. The average circulation of each book was 13.63. The highest circulation, 254 volumes, occurred on January 3, and the lowest, 49, occurred August 24. The average circulation was 127 volumes.

"At last the fairy godmother has waved her magic wand over Branch No. 11—and in another year, or shortly after, we look forward to having a real library for our patrons, who have so faithfully patronized the 'little Baltimore Street Library.' We are very grateful to the City authorities for the appropriation of ten thousand dollars for a site, thus making the building pos-

sible—but to be frank, we had really hoped for a larger amount, though we have decided to look at it philosophically, believing ‘a half loaf is better than none.’ We also appreciate the efforts of the East Baltimore Neighborhood Association and the Young Men’s Library Club, whose able assistance was so cheerfully given in our behalf.

“In looking back over the work done at this Branch since its establishment, 14 years ago, when with only one room and a handful of books, so to speak, a good work was started, we see that it has steadily grown, despite the many handicaps, until it is an important factor in the community—it is a fitting result to crown years of effort.

“A few days ago a very bright youngster asked me to select a good book for him, telling me he wanted one that would teach him something and would be of use to him when he grew up, saying he may not be able to go to school much longer and was anxious to learn all he could. We have many just such youngsters and are eager to help them all we can.

“It is with pleasure we report the occupancy of our new quarters upon August 26. We were fortunate in securing a desirable place just across the street from the former rooms. The moving was conducted under the supervision of the Inspector of Branches, and was so systematically arranged that it was not found necessary to close the Library. Two large, bright, airy rooms constitute our new quarters. In order to accommodate the books, stacks have been placed in both rooms. The reading room has less accommodation than previously, but considering all things, we feel we have made a decided change for the better. The patrons, too, have expressed pleasure in the change, some of whom remarked, ‘It is the nicest home Branch No. 11 has ever had.’

“The efforts put forth by this Branch to accomplish good, particularly among the foreign-born patrons, the majority of whom form our patronage, have always brought gratifying results. Each year we have been interested in helping to prepare men and women for a higher education, but this year we have exceeded our most sanguine hopes. A larger number than ever

will within a short time enter various universities and colleges, and all have been loud in their praise for the share 'Little Branch 11' has had in fostering their love of books and learning. Such results make us realize our work has not been in vain.

"We have adopted the plan of having the children, who wish to take out cards for the first time, bring their father with them to sign their application. In this way we are not only sure of the genuineness of the signature, but we also hope to arouse sufficient interest among the parents that they, too, will obtain cards. We have also tried to increase our patronage among the adults, many of whom hesitate to come to the Library for various reasons, by issuing student's cards to the children and sending to the parents a particularly interesting book in Yiddish, to be followed later by something in English.

"The Little Cousin Series, recently received, has proved a very interesting and instructive addition to our shelves. The school teachers commented very favorably upon the set, and have read quite a number of them to their classes. One of our most youthful patrons, however, failed to appreciate their worth, and upon being asked what kind of books she preferred, replied: 'Oh, I like to read the great classics.'

"A youngster came to the desk one day and asked that we give him for his 'big brother' 'Three Mosquitoes,' while another asked for the 'Adventures of a Blackberry.' Of course it was not difficult to grasp that one wanted 'Three Musketeers' and the other wanted 'Huckleberry Finn.' If one has not a sense of humor, it may easily be developed in a library—and once developed becomes a necessity.

"Though compelled to occupy inadequate quarters, this Branch still continues to be a never-failing source of pleasure and profit to the people of this vicinity. When one stops to consider how small and insignificant we are, compared to the average 'Free Public Library,' it is interesting to note the power of good which we give to the community. While each day brings its cares, we have the compensations too—a word of appreciation here and a kind little word of thanks there, go a great way toward repaying us for our labor.

"The days have long since passed when the smaller and, I might add, some of the larger patrons, too, of this Branch, acted almost like wild Indians. So much for the refining influence of a library in a neighborhood. Such reflections cause us to stop and think of the wonderful amount of good which may be accomplished by us with the proper facilities for carrying on this work."

BRANCH NO. 12—BARRE STREET, MT. CLARE.

The home circulation amounted to 19,246 volumes, of which number 8,232, or 42 per cent., were works of fiction. In addition, 1,165 books were circulated through delivery from the Central Library. The average circulation of each book was 2.90. The highest circulation, 133 volumes, occurred April 25, and the lowest, 26, occurred on September 26. The average circulation was 63 volumes.

The following lectures were given at this Branch during the year:

"California and the Canadian Rockies," the Rev. Dewitt M. Benham, January 27.

"An Evening with the Bentztown Bard" (Folger McKinsey), February 28.

"History of the Telephone," J. O. Martin, March 28.

Musical and Literary Entertainment, Miss Jane Hamilton Miller, Miss Mary Mickle, Miss Adele Dankmeyer, Mr. and Mrs. Newton Henderson, April 27.

"Glacier National Park," Dr. Bernard C. Steiner, November 10.

"Indians and the Painted Desert," Dr. Nellie V. Mark, December 12.

"If any of our patrons who visited our Branch when it was first opened still patronize us today, they must be transported back seven years ago, to when the Library was first started, for never since, until now, have we had so many children using the Library, crowding not only the children's room, but also the adjoining one.

"Our reference work is very heavy, many evenings all the tables on the adult side being filled with girls and boys busily engaged with pencil and paper, taking notes from the different reference books. In a great many instances the children have been coming to the Library to study their lessons. That is quite interesting, as it shows a tendency to study. No doubt it is not as quiet at home as it might be, and, in many cases, I feel sure that unless they came in here, they would go to school with lessons unprepared, or else carelessly done. This is only one more way in which the Library has been a benefit to the people.

"Our lectures have been a great success. Oftentimes the lecture hall has not been half large enough.

"Our clubs have been especially interesting and successful this year. When we reorganized 'Our Girls' Club' this season, we decided to study the 'Lives of Famous Women.' While we had a club of only seven girls, still we feel that they have done splendid work, which will be a help to them when they enter the higher grades in school. The girls have read the book written by Helen Keller, called 'The Story of My Life,' and they wrote out her life in their own words. Through reading the life of Helen Keller we became acquainted with many noted women and their works, such as Julia Ward Howe, Laura Brigham and Florence Nightingale.

"There was an average attendance every Saturday afternoon in the early months of the year at our 'Children's Club,' of 65 children, ranging from 3 to 15 years old. At our January lecture we tried a new plan in distributing our tickets. Instead of giving them to our regular patrons as we usually do, on the Saturday afternoon before the lecture we gave each child in the club a lecture ticket, and an application blank for their parents, with the following note:

" 'Dear Mr. and Mrs.—

" 'Your son.....is a member of our Children's Club, and as we are interested in him, we should like to become acquainted with his parents. Enclosed you will find an application blank, and if you have never had a card before, we should be pleased if you would fill out the blank and come to the

Library and register. There are many books in the Library which are both useful and entertaining. You are cordially invited to attend our lecture by Dr. Benham, on "California, the Panama Exposition and the Canadian Rockies", next Thursday evening at 8 o'clock, and we will be glad to welcome you and any of your friends.'

"As a result, when the lecture night came, our hall was almost entirely filled with new people who had mostly never been in the Library before.

"An Adult Club of women was quite a success in the early part of the year, and it would be hard to say which the members enjoyed the most, the reading or the fancy work. Those who were anxious to learn a new stitch or something new in the line of fancy work met at 7.30 every Tuesday night. By 8 o'clock all the members were present, and we began our reading. We read something of Dickens, also topics of interest in the magazines. Nine o'clock came all too soon for the members, myself included.

"In August the partition which divides the adults' from the children's room was torn down, and although this necessitated a great deal of work in cleaning the building and the books, we feel that it was well worth our labor, as the building can now be properly ventilated. The interior walls were repainted in December.

"Through selling some of our old magazines, we realized enough money to buy several potted plants, which add to the attractiveness of our Library.

"Owing to the epidemic of infantile paralysis this fall, our work was held back considerably. Every precaution was taken in regard to the disease. The schools did not open until late, and the mothers naturally thought the Library would not be a safe place for the children either. Since the children did not come in, our circulation dropped, but it is now picking up very rapidly, so much so that we had over one hundred books circulated in a night, the largest number for a long time. The cases of books sent out from the Central Library to the various schools in the neighborhood have diminished the circulation.

"The children's club work was also delayed, through our not being able to get the children together, but they are now doing some very good work, and the average attendance is about 40.

"Some of the men of the neighborhood are realizing the value of the Library, so much so that they now take their lunch hour to come in and read up on the various topics of the day.

"About four weeks ago one of the boys, on being told to leave the Library, tried to take one of the books from the counter. The Assistant, in trying to save the book, got a badly sprained finger, from which she has been suffering ever since. Nevertheless, the book was saved."

The Branch was connected with the City sewer during the year.

BRANCH No. 13—LINWOOD AVENUE, NEAR PATTERSON PARK.

The home circulation amounted to 35,243, volumes, of which number 12,880, or 37 per cent., were works of fiction. In addition, 1,122 books were circulated through delivery from the Central Library. The average circulation of each book was 5.35. The highest circulation, 273 volumes, occurred February 21, and the lowest, 46, occurred October 31. The average circulation was 115 volumes.

Boy Scouts, Troop 72, continued to meet in this building.

The following lectures were given at this Branch during the year:

"An Evening with the Bentztown Bard" (Folger McKinsey), January 28.

"Costa Rica," William D. Janney, February 24.

"Photographs and How to Make Them," Charles C. Knobloch, March 27.

"My Vacation," Newton R. Henderson, April 28.

"Indians and the Painted Desert," Dr. Nellie V. Mark, November 9.

"Glacier National Park," Dr. Bernard C. Steiner, December 5.

"We have two indexes in preparation at the present time—one of individual biographies, the other of short stories. We are

also making a card index to important subjects which appear in magazines.

"The barberry bushes which were planted about the sides of the lawns are quite an improvement to the appearance of the plots, and will serve as a protection to the grass. There is a uniformity in the appearance of the park west of the building and the Library property, since the same kind of hedging has been used.

"We have received quite a number of excellent books during the past year, which I am sure are most welcome to the studios. We still have a number of vacant shelves that seem to be saying: 'Please come fill us, for we will do a great deal of good,' and, of course, it goes without saying that I hope they will not have to be vacant long.

"The attendance at the lectures during the past season showed an increase over that of the previous year, and it was most gratifying to perceive the interest the school teachers manifested in them. I was told that, at one of the schools, several of the teachers encouraged their classes to attend the lectures by awarding marks of merit to those who could either write a composition or tell in an intelligent manner what they had heard and describe some of the pictures seen.

"Not long ago a lady who lives only half a block away stopped in the Library to 'just look around.' 'Do you know,' she said to me, 'I have been living in this neighborhood since before this building was erected, and this is the first time I have ever been in here?' Of course I was most astonished and asked why curiosity, at least, had not prompted her to come before. 'I suppose, if I liked books, I would not have delayed coming, but I never read anything but the newspapers, and, occasionally, a light magazine.' I talked to her and explained the work of the Library, its helpfulness and pleasure to hundreds of others in the locality and the interesting course of lectures which we have during the winter. I also spoke to her about the clubs and she was surprised to learn that the children were taught by means of entertainment and not alone by actual study, as she had heretofore believed. It is most surprising and certainly dishearten-

ing to discover that, with all the care we take to advertise the wonderful advantage of an existing Branch Library, the people are so uninterested or unprogressive as not to give the matter a second serious thought.

"During the summer we had three sources of distraction from Library interests. One is the Patterson Park swimming pool and playground; another is the Tuesday evening band concert there, and the third is the municipal band concert and dancing. During the evenings of these concerts scarcely more than a dozen people come in from 6 o'clock until closing time.

"The majority of our visitors are school children, whose amount of reference work is very great. The neighborhood schools, especially the Highlandtown schools, assign a great deal of outside work to their pupils, and many of the children spend the greater part of the afternoon or evening in our reading rooms, poring over encyclopedias and other books of reference to gain desired information. There are few cases, indeed, where they are familiar enough with books to be able to find what they need without asking for help. Many of the school children are not permitted by their parents to carry home story books, since school work is demanding so much of their time. If we do not, then, reach the goal set by the circulation of 1915, we have various and sundry ways and means of keeping employed.

"Our clubs are progressing as well as we can expect, when we consider that only two blocks away Patterson Park holds out such attractive opportunities in the light of playgrounds and story hours."

BRANCH No. 14—FOREST PARK.

The home circulation amounted to 15,676, of which number 7,514, or 48 per cent., were works of fiction. In addition, 1,210 books were circulated through delivery from the Central Library. The average circulation of each book was 2.54. The highest circulation, 95 volumes, occurred on March 11 and 18, and the lowest, 20, occurred on August 23 and 31. The average circulation was 51 volumes.

The following lectures were given at this Branch during the year:

"Glacier National Park," Dr. Bernard C. Steiner, November 21.

"Yellowstone National Park," Major Joseph W. Shirley, December 18.

A piano recital by students under Miss Christina Neugebauer was given at this Branch on Saturday, June 17.

Lectures had not been given at this Branch for some years, on account of the small attendance, but this autumn they were resumed and have been well attended.

The increase of circulation at this Branch has been almost uninterrupted throughout the year. In the early months of the year the contrast was especially noteworthy, as is shown by the following figures:

	1915.	1916.	Increase.
January.....	1,013	1,245	232
February.....	1,018	1,367	349
March.....	1,105	1,582	477
April.....	986	1,482	496
	<hr/> 4,122	<hr/> 5,676	<hr/> 1,554

"We are very much in need of young people's books. The children's story hour has been quite a success. The average attendance is 15 to 18, but some weeks there is an attendance of 25. Officers were elected—president, vice-president and secretary. Having the officers, I think the children take more interest and feel the importance of being present at each meeting. The older girls in the spring met on Saturday afternoon, and the boys' club, known as The Garrison Debating Club, which was organized in December, 1915, has been very successful. The boys had never been members of a club before, and it is surprising to see what progress they have made. Each week there is a debate on some current topic. Their aim is to have one public debate so their parents and friends can come and see just what they are doing. We have on roll eleven members, the average

attendance being eight. They pay five cents a week; out of their dues they have bought their pins. Their colors are purple and gray.

"Several club women of this neighborhood have made much use of our reference books and bound magazines in gathering material for various papers read at the club meetings. Students enjoy the quiet hours of the mornings, preparing for final examinations.

"Our garden received quite a little attention, a number of rose bushes were planted, besides a pussy willow bush, geraniums, golden glow and ageratum. We also sowed grass seed, as our lawn is not as good as it should be. The exterior of the Branch has been a great pleasure to the public as well as to us. With the care of a new and a very good janitor, our lawns have been made very attractive. The hydrangeas bought with prize money have been quite a success.

"The painting of the lecture hall, lunchroom and workroom was a great improvement.

"During the summer months a branch of the Red Cross Society held their sewing meetings in the lecture room of the Branch.

"Our third club is a Woman's Reading Club, the first one in the history of Branch 14. This club meets every Friday afternoon and has a varied programme. First there is a ten-minute selection of poetry. This is followed by the reading for an hour by the Branch Librarian of a standard English novel. One book is read continuously until finished. After the reading comes a discussion of criticisms of new books, from which lists are compiled, and once a week a book is procured from this list for the use of the club members. Small dues make this feature possible. The club is called 'The Old and New.' "

BRANCH No. 15—HOMESTEAD.

The home circulation at the Branch amounted to 12,848, of which number 5,590, or 44 per cent., were works of fiction. In addition, 1,086 books were circulated through delivery from the Central Library. The average circulation of each book was

2.22. The highest circulation, 83 volumes, occurred on April 3, and the lowest, 18, occurred on October 31. The average circulation was 42 volumes.

The following lectures were given at this Branch during the year:

"An Evening with the Bentztown Bard" (Folger McKinsey), January 31.

"Appreciation of Art," Thomas C. Corner, February 25.

"Ceremonial Dances and Songs of the Navajo and Pueblo Indians," Dr. Nellie V. Mark, March 27.

"On the Trail to the Golden Gate," the Rev. Carlton D. Harris, May 5.

"Yellowstone National Park," Major Joseph W. Shirley, November 27.

"Glacier National Park," Dr. Bernard C. Steiner, December 12.

"Our museum cabinet still holds the interest of the children. Recently we had a gift of an idol brought from China by the donor while on an around-the-world trip. Few of our small patrons had seen such a thing.

"We have registered more persons than at any corresponding time since the first year of our existence, many of them as a result of the distribution of circulars in the new districts round about us.

"Some little girls, exchanging their books one rainy afternoon, told me, rather shyly, that they were going home to play 'Library.' Their explanation of the game showed they had watched us critically. I thought it quite a unique game.

"I am happy to report the placing of screens in windows and doors of our Branch. We enjoy the freedom from torment by all sorts of bugs by day and night during the hot season.

"The basement of our Branch was replastered in the autumn.

"We often have to stretch our imagination to find out what our patrons want, especially when the parents send their children. Only last evening I had this book requested, 'At Night When Wormwood Was at Flower.'

"We have two clubs. The 'Little Folks' Club', as usual, is a great success. The little boys and girls are always ready for

Saturday afternoon. A club for older girls has been organized, but they are so fickle that the slightest thing will divert them from coming regularly. We have taken up short biographies as a study."

This Branch was connected with the City sewer system during the year.

BRANCH No. 16—KEYWORTH AVENUE, NEAR PARK HEIGHTS AVENUE, PIMLICO.

The home circulation at the Branch amounted to 14,332, of which number 7,590, or 53 per cent., were works of fiction. In addition, 1,104 books were circulated through delivery from the Central Library. The average circulation of each book was 2.31. The highest circulation, 98, occurred on April 10, and the lowest, 18, occurred on July 21. The average circulation was 46 volumes. The circulation at this Branch was larger in 1915 than in any previous year.

The following lectures were given at this Branch:

"Readings from the Prose and Poetical Works of Miss Lizette W. Reese," by the Author, January 27.

"California," Dr. Bernard C. Steiner, February 18.

"Italy and the Italians," the Rev. Clayton H. Ranck, March 28.

"Yellowstone National Park," Major Joseph W. Shirley, November 23.

"Glacier National Park," Dr. Bernard C. Steiner, December 14.

"During the year our call for books from the Central Library has greatly increased. Our bound magazines have also been a great help to us, since we do not get the newer books, and we have been able to suggest that certain stories may be found in our bound magazines. Even though most people frown at their size, they soon forget both size and weight when they have found a story they have been trying to get, and very often they come back and ask for the next volume. In fact, the volumes have grown to be so popular that a great many of our patrons grow impatient waiting for the next volume to be bound.

"The inadequate supply of new fiction at our Branch is the most frequent criticism that our people give; other than this, we are well praised for our number of good reference books. Through these books we are able to keep the children, who come here and ask constantly for help in their school work.

"We are not only useful as a library, but have been able to let the people of the neighborhood enjoy the use of the lecture hall for clubs and associations outside of the two clubs carried on by the librarians.

"I feel it important to mention that during the past winter the first assistant, Miss McCubbin, has been cataloguing the library of the Franklin High School, Reisterstown, going to the school on the mornings she is off duty from the Branch. This Branch has been of great assistance to the faculty of that High School in supplying books for their special work, and also collections of plays for the English classes.

"The lawn is beautiful, and this year we have added to it very much by planting 12 new bushes, three of forsythia, spirea and hydrangea in each corner of both the front and back lawn. In time, they will add greatly to the beauty of the Branch. The Civic League, as usual, have given us six beautiful window boxes, and Mr. Talbot, the florist, gave us plants for our two flower plots. We owe a great deal to both donors for the interest they have taken in the Branch in the past three years by giving us plants that have done so much toward beautifying the building.

"In May we closed a successful year with the clubs—the Boys' Debating Club and the Ladies' Reading Club. Our boys' club improved somewhat. Although the membership was not as large as in former years, the boys have accomplished more in debating and declaiming. They organized a baseball team for the summer, in order to keep the members together, and purchased bats, balls and gloves with their dues.

"Our lectures have been unusually interesting during the past year, and we have had good audiences. Each lecturer has mentioned that they really enjoyed lecturing here, for the audiences were very appreciative.

"In spite of the fact that we had few new books to offer our public, the circulation has increased wonderfully, especially of the miscellaneous books, in the early part of 1916. Each month the circulation as a whole increased over last year, and if we had more new books, and especially new fiction, the circulation would have increased by leaps and bounds.

"The circulation during the summer quarter showed a marked decrease. Usually, with the advent of the cool evenings and the coming of September, and the opening of school, the circulation gradually increases until we come to the winter months, when it reaches its maximum. This year September proved more disastrous than even the hotter months on account of the infantile paralysis, and especially to the fact that the Quarantine Hospital was within a few squares of the Library, causing the parents to be more careful of their children and keeping them from the Library, which meant a decrease in the circulation of juvenile books. The decrease in the circulation of books for adults was due to our not having fiction to give them, which is what most people demand, especially during the summer months. Each Wednesday I selected about 15 books from the Central shelves, and by 9 o'clock nearly all these books were given out. The people learned when these books were coming out, and were always here to take them out on Wednesday evening.

"A big addition to the Library was the Venetian blinds for the three back windows. They have added greatly to our comfort and are very much appreciated.

"The Pimlico Boulevard Improvement Association held its meetings in the lecture hall. School No. 59 has a school paper club, and the board meeting of the club was held in the lecture hall.

"By the weekly reports, it may be seen that the number of visitors to this Branch greatly exceeds the circulation. This is due to the fact that the Branch is used a great deal for reference work, which was not formerly indicated on the reports. The pupils of the Pimlico School use the Branch more in comparison, than the pupils of School 59.

"Our clubs are very good this winter. I have a story hour for the smaller children on Saturday afternoon, and the children are very eager to recite and tell stories after I have told them a story and read to them. Some of my little girls bring their fancy work along and work on it while the rest of us are reading and reciting. There are 20 small children in this club. The Keyworth Debating Club is doing very well this winter, despite the fact that their best material has been taken by the debating club at School 59. The boys at No. 59 were members of the Keyworth Club last year. The teachers at the school seemed to think it would be a good idea to have a good debating club at school, too, and of course the boys being pupils there, they left the Keyworth Club and joined the school club. These boys prepare all their debates at the Library, using our magazines and other reference material, so that we feel that their club owes a great deal to the Library. The Keyworth Club has 25 members on roll, with an average attendance of 18 boys a week. They hold a debate every week, and, later on, hope to hold debates against the other Branch clubs. The boys in the club distribute the tickets for the lectures all over the neighborhood, and also act as ushers at the lectures. About twice a month Miss McCubbin takes the boys for hikes after the Library closes on club nights. They enjoy these hikes greatly, and the last of the month hope to take an all-day hike, and cook their dinner in the woods. The club gave a Christmas basket to a poor family."

BRANCH No. 17—NORTH AVENUE, NEAR SMALLWOOD STREET,
EASTERWOOD.

The home circulation at the Branch amounted to 30,752, of which number 14,470, or 44 per cent., were works of fiction. In addition, 786 books were circulated through delivery from the Central Library. The average circulation of each book was 5.75. The highest circulation, 227, occurred on January 3, and the lowest, 42, occurred on October 31. The average circulation was 100 volumes.

The following lectures were given at this Branch during the year :

"California," Dr. Bernard C. Steiner, January 18.

"Maryland, the Land and How We Won It," Mrs. Annie Leakin Sioussat, February 11.

"Romance of the Telephone," J. O. Martin, April 28.

"An Evening with the Dictionary," Dr. John C. French, November 24.

"Yellowstone National Park," Major Joseph W. Shirley, December 14.

"The lot in the rear of the Library building was graded and planted with grass seed in April, and soon we gained a fine young lawn, where before were only rocks and weeds. No greater improvement could possibly have been made to the premises.

"Our lecture room was in demand. Two neighborhood clubs used it for their monthly meetings, and the teachers of the public school in the vicinity used it recently for a moving-picture show.

"A special effort to increase the popularity of the Library through the medium of the two clubs which meet in the building had success. Instead of using the outside entrance to the club-room, which the men had been in the habit of doing, we requested them to enter the clubroom through the Library. We felt that the mere passing by the books might arouse a book interest in some of the men who never seemed inclined to use the Library, and, like the boy in the song, we 'guessed right the very first time.' It happens that both of these clubs are tennis clubs, so for special bait the first night on which the new order of things was to be carried out, we arranged brightly colored poster bulletins in conspicuous places, depicting tennis. Tucked in around the gaily costumed girls and the athletic-looking men were lists of good books on tennis and other out-door summer sports. The men who came to the Library that first night approached the bulletins with expressions of surprised amusement. Most of them remained to copy the numbers of the books on the lists and to inquire for them at the desk. It had not occurred to some of them that we could give them more than a room to meet in. Since that time we have constant demand for books on tennis.

"The bound set of Harper's Magazine, which came to us recently, was a genuine windfall. The public has reveled in it and continues to do so. The people of this section certainly show an intelligent appreciation of the Library. Our miscellaneous books are constantly in demand.

"We had a contest. Pictures of men and women of note were traced in ink on white paper and put on a large cardboard. The children guessed who these men and women were and then wrote the names on papers and dropped them in a box with their own names signed to them. At the end of the week, if they answered correctly, their names were put on the roll of honor. The first week Presidents' pictures were posted, and 133 answered. Out of that number 62 answered correctly. The second week we took poets; 124 answered and only 4 were entirely correct. The third week we chose inventors and discoverers; 163 answered; only 3 answered all correctly. Not only small children answer these questions, but the larger boys and girls of the high school and college.

"I sent letters to the people in the neighborhood asking those who are not members of the Library to join it and help us grow. Quite a large number have brought in applications. We hope to have a great many more. The home circulation is not as large as it should be. Our aim is to bring it to at least 700 volumes a week this winter. If we could get all those who use the reading room to take home a book, we would reach the 700 mark in a short time, as the visitors far exceed those who use their cards.

"Our clubs are doing very well. The girls' club has a membership of 10. They are reading 'David Copperfield,' by Charles Dickens. The children's story hour has on roll 52, and the boys' debating club has 32 members. Their last debate, 'Resolved, that Ulysses Grant was a better general than Robert E. Lee,' was very interesting. The club boys act as ushers at the lectures. It pleases them very much. I try to make them feel their help is needed and appreciated."

BRANCH NO. 18—DARLEY AND CLIFTON PARKS.

The home circulation amounted to 4,023, of which number 1,103, or 27 per cent., were works of fiction. The average circulation of each book was 1.20. The Branch, in addition, circulated 1,522 books through delivery from the Central Library. The highest circulation, 198, occurred December 4, and the smallest, 54, occurred November 16. The average circulation was 105 volumes.

The following lectures have been given at this Branch :

"Glacier National Park," Dr. Bernard C. Steiner, November 28.

"Costa Rica," William D. Janney, December 15.

The plans for this Branch Library having been drawn by the Architect, Mr. Otto G. Simonson, the contract for construction of the building was awarded in March to R. B. Mason. The lowest bidder of the heating was The Enterprise Steam and Hot Water Heating Co., and on wiring, the Kingsbury-Samuels Co. Construction of the building was begun about the beginning of April and was pushed without undue delay, so that the building was completed in the autumn, and after some four thousand volumes were placed on its shelves, the opening exercises occurred upon November 16. The building is of English scholastic architecture, built of red brick with limestone and terra cotta trimming. It has a slate roof. The interior is arranged in similar manner to the other Branches recently constructed for the Library. In the vestibule there are two tablets bearing the following inscriptions :

BRANCH 18—DARLEY AND CLIFTON PARKS
(Wolfe and Twentieth Streets)

THE ENOCH PRATT FREE LIBRARY**BRANCH 18****THIS BUILDING WAS ERECTED****ANNO DOMINI 1916****FROM THE FUND GIVEN BY****ANDREW CARNEGIE****THE ENOCH PRATT FREE LIBRARY****BRANCH 18****THIS SITE WAS GIVEN BY****FRANK AND FLORENCE G. NOVAK****ANNO DOMINI 1914**

The order of exercises at the opening of the Branch was as follows:

1. Prayer by the Rev. John P. Campbell, D. D., of Faith Presbyterian Church.
2. Presentation of the Library to the City.
3. Acceptance by the Mayor.
4. Address by Dr. Thomas S. Cullen.
5. Announcements by the Librarian.
6. Benediction by the Rev. C. F. Thomas, of St. Ann's Roman Catholic Church.

In accepting the Library, Mayor Preston spoke of the importance of the educational interests of the City, stating that the Library stood among these, only second to the public schools. Not only is the Library an educational institution, however, but also a place where the citizens may well resort for pleasure. He especially called attention to the solace and comfort obtained from the reading of good books, and, in conclusion, referred to the extended usefulness which may be hoped from such a hall as that in which the audience had gathered.

The use of the Library was, from the beginning, larger than we had anticipated. Owing to the fact that the City has not as yet

opened and paved the two streets upon which the Branch is situated, access to the building is not easy, yet the crowds manage to reach it. Especially do the children frequent the building. On the first day the Library was opened 67 persons applied for borrowers' cards, and on the second day 98 persons applied. While this number was not kept up, yet a month after the date of opening 30 persons daily, on the average, applied for the use of the Library. The crowds who filled the lecture hall, when it was opened to the public a few days after the opening of the Library, showed again the appreciation of the people of the neighborhood. The employees have handled the situation very well, and better order is being maintained as the children become habituated to the use of the building. In the case of this Branch, as in the case of every other one we have opened, we find that we are drawing upon a new set of borrowers and that comparatively few of those who use the Library have been borrowers of books from any other of our buildings.

From the report of the Branch Librarian, the following paragraphs are taken:

"The children have made up, for the most part, our public, during the few weeks since our opening, and, although at times they have sorely tried our patience, yet we cannot but feel that they thoroughly appreciate the Library and everything that is done for them here. Only a few days after the Branch had opened a small boy was looking at some books on the side of the room where the adults' books are placed. When I told him that boys' books were on the other side of the room, and he would probably find what he wanted there, he answered: 'No, miss; I'm looking for a book of explorers, and I have just what I want.' The Saturday after the opening of the Branch a large number of children came in in the morning, selected books which they wanted, and waited for two or three hours, until the cards came from the Central Library. They were so anxious to get a book, and so afraid that the one which they especially wanted would go out, that they were willing to wait until they could take their book home.

"The circulation of juvenile books is so large that we have very few of them remaining on our shelves. We have been helped, however, by boxes of books which are sent from the Central Library. These books circulate, in some instances, as many as three or four times during the two weeks in which we are allowed to keep them. Many of the children take out a book Saturday and return it on Monday. In almost every instance books are kept out for only a few days. The effect of this constant circulation of the books is already to be seen in the great amount of bindery work—mending, backing and even sewing, which we have to do.

"The number of grown people who are our borrowers, we are glad to say, is increasing, but we can for this also thank the children. Soon after the opening of the Branch a lady came in, with her small son, saying that she wanted to see in what sort of a place he spent most of his leisure time. Only a few days ago another lady came in with her daughter, and when she left took with her four applications, saying that there were a number of grown people in her family whom she thought would like to join the Library. One child comes in almost every day to get a book for her sick mother. Several others come in for German books for their grandmother. We have only a few German books in our Branch, which we have given them, and then have sent to the Central Library, from which many have been furnished us. In this way the grown folks are benefited even though they themselves are unable to come to the Branch.

"The amount of reference work done has been considerable. The children from the school, which is only a block and a half away, come in for books on various subjects, chief among which, however, have been books on Thanksgiving and Christmas. Some few of the Eastern High School girls have also been here for English books, which they use as supplementary reading to their regular course."

LIBRARY STAFF.

In addition to the Librarian and Assistant Librarian, who are the officers of the Library, there are employed in the various departments 130 persons, of whom 30 are men and boys, and 100 are women. We have had the services of 56 substitutes during the year, within which time there have been 26 resignations and 30 appointments. The staff and employees of the Library are divided into departments. In the Librarian's office are the Librarian's secretary, two clerks and the messenger. In the Order Department are the chief order clerk and three assistants. In the Reference Department are the superintendent and six assistants. In the Cataloguing Department are the head cataloguer and twelve other cataloguers (two of the cataloguers in rotation are detailed for work at the delivery and registration desks) and a shelf-list clerk. In the Bindery Department are a chief clerk and two assistants. The Circulation Department has a general superintendent, under whose direction is the circulation of books and the training of apprentices. In the Delivery Department at the Central Library are an assistant superintendent of delivery, together with eleven women and three boys, in addition to the catalogue clerks detailed from time to time (one of the delivery clerks in rotation is usually employed in the elementary work of cataloguing). The registration of borrowers occupies the time of a registration clerk in addition to assistance given by the detailed cataloguers. The Open-Shelf Department has a chief and an assistant. The Children's Department has a chief and an assistant, and the Department of Natural Science and Industrial Arts has a chief and three assistants. In the delivery of books from the Central Library to Branches and Stations, to schools and other institutions, are a superintendent and two assistants. In the Branches and Stations are an inspector, eighteen women as Branch Librarians and twenty-nine as assistants. There are also employed five janitors in the Central Library and seventeen in the Branches.

Each young woman who makes application for a position in the Library is expected to have the equivalent of a High School education, and we have been pleased to find some Goucher College students on our list. The approved applicants, as apprentices, are given training in the elementary processes of library work, both at the Central Library and at Branch No. 1. If they satisfactorily pass through the apprenticeship, they are placed upon the list of substitutes whom we utilize when members of the regular staff are absent through sickness, etc., and on account of the summer furloughs. From these substitutes appointments are made, and promotion follows, as it has done for twenty years, in accordance with the merit system. We have been fortunate in finding a sufficient number of eligible persons to serve as substitutes, but a number of times the list has been perilously small, and our inadequate salaries do not give the desired incentive to young women to make application for positions in this institution.

During the year especial attention was given to the training of applicants for positions. The course was carefully revised and extended so as to cover two months, and a series of weekly meetings of the applicants for purposes of instruction was instituted.

President John M. Thomas, of Middlebury College, Vermont, recently well expressed the importance of an efficient staff to a library in the following sentences:

"A building with bookshelves and a collection of books is not a library. To have a library you must have your books where you can put your hand upon what you want when you want it. A library is 75 per cent. librarian. The person is three-fourths, the building and the books make the other fourth. A library without a librarian is like a drug store without a druggist." (New York Libraries, page 48, February, 1916.)

When the National Guard were ordered out into the service of the country, the call included the assistant librarian, who is a member of Battery A, Field Artillery, and who was consequently obliged to be absent from the Library a little over three months. The Executive Committee of the Board of Trustees appointed the Office Secretary as Acting Assistant Librarian. This ar-

range ment was undoubtedly the best one which could have been made, and enabled us to carry on the work without serious inconvenience.

Constant emphasis has been laid upon the necessity of efficient and cheerful aid to our borrowers by all the employees of the Library who come in contact with the public.

Our salaries are much less than those given in any other important City Library, and an appropriation requested to enable us to increase salaries was not included in the Ordinance of Estimates.

RELATIONS WITH OTHER LIBRARIES.

The Maryland Public Library Commission has sent out its Traveling Libraries from our building, and has worked with us in distributing books for the blind as usual.

On February 4 I was one of the speakers at the reopening of the Tillard Memorial Library in the Franklin High School of Reisterstown.

I acted as chairman of the Committee on Federal and State Relations of the American Library Association and attended the Annual Conference of that Association in June at Asbury Park.

At their meeting in January the Board of Trustees passed a resolution protesting against the inclusion of libraries in a bill introduced into the National House of Representatives, which bill would have prevented "the free sale of books published at fixed prices to public libraries on such terms as may be agreed upon by the parties to such sale." Through the united opposition of the libraries of the country, the defeat of this provision was secured.

In April I was invited to go to Wilmington to be one of the speakers at a dinner given at the inauguration of a campaign to secure funds for a library building for that city, for which building a splendid site had just been given. The dinner, which was presided over by Judge George Gray, was largely attended, and the assembly was an enthusiastic and determined one. The Mayor of the city and John P. Nields, Esq., former

United States District Attorney for Delaware, made addresses on that occasion. During the seven days' campaign \$325,000 was raised by popular subscription for this proposed building. Wilmington contains only about one-sixth as many people as Baltimore, and we hope that the example of our neighboring city in providing funds for the new and adequate library building may soon be followed by Baltimore.

CHARGES AND DAMAGES.

As usual, only a small number of books were lost by borrowers during the year. In addition to the 526 books missing at stocktaking, 143 were lost and paid for and 17 lost without payment; 48,227, or 1 in every 13, were kept out over two weeks, so that their borrowers became liable for charges. For the most part these charges have been duly collected and paid over to the Treasurer.

RECEIPTS AND EXPENDITURES.

The Librarian has paid to the Treasurer the following amounts: From charges and damages, \$2,658.80; from the sale of Finding Lists and Bulletins, \$21.95; miscellaneous receipts, \$433.78. The expenses for the year have been as follows: Books, \$16,530.70; periodicals, \$3,098.68; binding, \$3,730.82; construction and repairs, \$7,696.79; Library of Congress cards, \$900.00; stationery and supplies, \$2,038.85; insurance, \$788.11; furniture and typewriters, \$2,476.45; drayage, \$807.05; rent, \$605.02; coal, \$3,658.20; light, \$3,505.88; printing, \$1,085.00; miscellaneous expenses, \$2,988.12; salaries, \$58,345.06; property account, \$124.62; grand total, \$108,379.35.

The \$52,000.00 appropriated in the Ordinance of Estimates for the year was distributed therein as follows: Maintenance of Branches Nos. 9, 12, 13, 14, 15, 16, 17 and 18, built from Carnegie Fund, being 10 per cent. of amount expended for the buildings, \$21,000.00; maintenance of Branch No. 8, \$2,500.00; maintenance of Stations Nos. 10 and 11, \$2,000.00; salaries of Library

Staff, \$2,500.00; purchasing, cataloguing and binding books, Branches Nos. 1 to 17, \$12,000.00; purchase, etc., of books for Branch 18, \$3,000.00; maintenance and equipment of addition to Central Library, \$9,000.00; total, \$52,000.00.

The Board of Estimates appropriated \$49,000.00 for the year 1917, distributed as follows: Maintenance of Branches Nos. 9, 12, 13, 14, 15, 16, 17, 18, \$21,000.00; maintenance of Branch No. 8, \$2,500.00; maintenance of Stations Nos. 10 and 11, \$2,000.00; maintenance of salaries, \$2,500.00; purchasing, cataloguing and binding books, Branches Nos. 1 to 17, \$12,000.00; equipment and maintenance at Central Library of Open Shelf, Technological and Children's Department, \$9,000.00.

The Cleveland Public Library, in its Annual Report for 1915, stated:

"The cramped condition of our finances has prevented doing much that we wished to do, much that we ought to do; it has compelled economy in every direction, the cutting off of everything that could possibly be dispensed with."

If this be true of that library, with its municipal appropriation of \$378,677.00, how much more is it true of Baltimore's Public Library.

With thanks for the courtesy and co-operation received from the Board of Trustees, I am,

Very respectfully,

BERNARD C. STEINER.

January, 1917.

TABLE A.

Total Home Circulation of Books in 1916 by Months—Central Library and Branches.

Months.	Totals 1915.	Totals 1916.	Central Library.	Open Shelf.	Technology.	Children's.	Branch No. 1.	Branch No. 2.	Branch No. 3.	Branch No. 4.	Branch No. 5.	Branch No. 6.	Branch No. 7.	Branch No. 8.	Branch No. 9.	Station No. 10.	Station No. 11.	Branch No. 12.	Branch No. 13.	Branch No. 14.	Branch No. 15.	Branch No. 16.	Branch No. 17.	Branch No. 18.	Through Branches.	Through Schools, Etc.
January ..	66879	61067	15295	644	2740	3671	3397	3271	3354	2420	1583	1370	1497	1671	3730	1888	3577	1245	1117	1160	2797	2449	2191
February ..	66160	62607	15009	737	2677	3329	3511	3540	3575	2762	1523	1383	1455	1629	3404	1977	3708	1367	1125	1402	2938	2502	2554
March ...	72111	66362	15642	795	2755	3794	3705	3797	3956	2822	1497	1634	1459	1872	3670	2327	3819	1532	1258	1503	2933	2723	2764
April	56809	56278	13311	656	2447	3343	3183	2990	3316	2710	1211	1519	1093	1697	2906	1939	3105	1422	1098	1447	2492	2048	2340
May	54665	52645	12433	621	2324	3223	2886	2875	2970	2526	1154	1475	949	1610	3151	1623	2679	1268	1191	1288	2327	2140	1927
June	54644	50373	11410	530	542	2229	3405	2661	2575	3001	2266	1134	1471	810	1727	3254	1523	2631	1336	1127	1156	2629	1995	1361
July	55100	49271	10466	507	569	2319	3653	2254	2459	2763	2127	1116	1641	636	1871	3263	1399	2483	1458	1077	1140	2809	1765	1536
August ...	53713	49737	10331	522	533	2102	4117	2335	2189	2925	2030	1151	1649	802	1639	3249	1312	2674	1187	1111	1084	2639	1921	1535
September	48211	46939	10331	463	663	879	1848	3511	2393	2093	2720	2043	1153	1456	817	1432	3146	1300	2529	1063	1019	1022	2460	1735	803
October ..	54723	47371	10290	577	671	1064	1321	3343	2330	2111	2543	2157	1118	1365	901	1253	2956	1269	2520	1315	949	906	2202	2197	1453
November	53823	51099	10617	535	677	951	1991	3063	2600	2370	2413	2314	1217	1295	1133	1133	2926	1275	2322	1334	907	1191	2308	1546	2232	2099
December .	54273	49939	9927	501	576	1054	1925	3002	2552	2236	2333	2029	1181	1231	1225	1314	3373	1409	2641	1049	869	1033	2163	2477	2315	1454
Total..	696111	644133	145562	7133	4236	3948	27073	41959	33912	32566	35379	23256	15033	17489	12327	18398	39023	19246	35243	15676	12848	14332	30752	4023	26077	22077

L LIBRARY AND

	Percentage.	Percentage.	Branch No. 8.	Percentage.	Percentage.	Branch No. 12.	Percentage.	Through Branches and Stations.	Percentage.	Totals.	Percentage.
Essays, Memoirs, &c.	47-1	42+	9048	52	44	1102	27+	11414	44	280125	42+
Works in	30-1	39	4776	27+	33	1759	47+	6017	23+	202958	32
Ancient Class.	03-1	03	330	02+	02	65	02	329	03+	16425	03
Biography	06-1	05	1072	08+	03+	49	01+	637	03	23597	04
History—A	46	5	...	531	02+	4712	01
History—E	02-1	01	179	01+	48	...	250	...
History—A	037	03	422	02	01+	117	03	507	02	9443	01+
History—A	02-1	01+	205	01+	02+	303	03	579	02+	21875	03+
History—A	01-	01	102	01	01	89	02+	550	02+	12571	02
Travels	56	...	01	76	02	203	01	6367	01
Natural History	01-	01+	285	02	...	41	01+	90	...	2760	...
Natural Science	01-	...	157	01	01-	146	04	323	01+	9869	02
Applied Science	122	01	01	23	01	327	01	7084	01+
Military, Naval, &c.	01-	...	159	01	01	77	02	641	02+	8230	01+
Fine Arts	53	...	01	89	02+	349	01+	6750	01+
Philosophy	89	18	...	753	03	7500	01+
Language	22	2	...	312	01+	3346	01
Political Economy	56	2	...	351	01+	2623	...
Law	13	3	...	661	03	5437	01
Medicine	21	95	...	1087	...
Religion	01-	01	243	01+	01	56	01+	136	01	1890	...
Books for sale	603	03+	9543	01+
	98	...	481	...
Total	17489	4022	...	26077	...	644138	...
Circulation through Branches	1329	184
	18318	4207	644138	01
	67211	00+
	18318	4207	711499	...

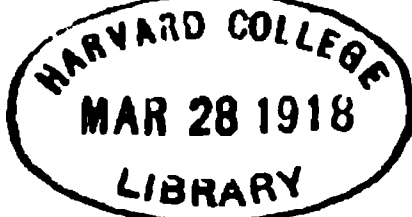
LEWIS H. STEINER, M. D., FIRST LIBRARIAN
November 3, 1884 — February 18, 1892

THE
Enoch Pratt Free Library
OF BALTIMORE CITY

THIRTY-SECOND ANNUAL REPORT
OF THE
LIBRARIAN
TO THE
BOARD OF TRUSTEES
FOR THE YEAR 1917

BALTIMORE

1918



The Library

BOARD OF TRUSTEES.

JAMES A. GARY,
CHARLES J. BONAPARTE,
EDWARD STABLER, JR.
HENRY DUFFY,
HENRY STOCKBRIDGE,

HENRY D. HARLAN,
ELI FRANK,
WILLIAM G. BAKER, JR.
THOMAS S. CULLEN.

OFFICERS.

President, CHARLES J. BONAPARTE.
Vice-President, HENRY STOCKBRIDGE.
Secretary, EDWARD STABLER, JR. Treasurer, WILLIAM G. BAKER, JR.
Librarian, BERNARD C. STEINER.
Assistant Librarian (absent on leave), LAWRENCE C. WROTH (Second Lieutenant U. S. Field Artillery).
Acting Assistant Librarian, LOUISE T. STARKLOFF.

LIBRARY BUILDINGS.

CENTRAL LIBRARY—106 West Mulberry Street, near Cathedral.

Annexes to Central Library—400 and 404 Cathedral Street.

BRANCH 1—Corner of Fremont Avenue and Pitcher Street, near Lafayette Square.

BRANCH 2—Corner of Hollins and Calhoun Streets, near Union Square.

BRANCH 3—Corner of Light and Gittings Streets, near Riverside Park.

BRANCH 4—Corner of Ellwood and O'Donnell Streets (*Canton*).

BRANCH 5—Corner of Broadway and Miller Street, near Johns Hopkins Hospital.

BRANCH 6—St. Paul Street, above Twenty-fifth (*Peabody Heights*).

BRANCH 7—Falls Road below Thirty-seventh Street (*Woodberry and Hampden*). (Building and site given by Robert Poole, 1900.)

BRANCH 8—Clifton Avenue and Hilton Street (*Walbrook*).
(Building and site given by Francis A. White, 1907.)

BRANCH 9—Corner Towson and Beason Streets (*Locust Point*).
(Building given by Andrew Carnegie. Site given by B. & O. R.R.)

STATION 10—Mott Street, near Corner of Gay (*Old Town*).

STATION 11—1123 East Baltimore Street, near Aisquith Street

[A site for a Branch Library has been bought at the corner of Central Avenue and Watson Street with an appropriation from the City.]

BRANCH 12—Corner Barre and St. Peter Streets (*Mt. Clare*).

(Building given by Andrew Carnegie, 1908; purchase of site made possible by gift of Thomas J. Hayward.)

BRANCH 13—Linwood Avenue, between East Fayette Street and Philadelphia Road, near Patterson Park.

(Building given by Andrew Carnegie. Site dedicated to library by Mayor and City Council.)

BRANCH 14—Garrison and Fairview Avenues (*Forest Park*).

(Building given by Andrew Carnegie. Site dedicated to library by Mayor and City Council.)

BRANCH 15—Gorsuch Avenue and Taylor Street (*Homestead*).

(Building given by Andrew Carnegie. Site given in memory of Robert S. Carswell.)

BRANCH 16—Keyworth Avenue, near Park Heights Avenue (*Pimlico*).

(Building given by Andrew Carnegie. Site given in memory of William and Ellen Shirley.)

BRANCH 17—North Avenue, near Smallwood Street (*Easterwood*).

(Building given by Andrew Carnegie. Site given in memory of Leon Lauer.)

BRANCH 18—Wolfe and Twentieth Streets (*Darley and Clifton Parks*).

(Building given by Andrew Carnegie. Site given by Frank Novak.)

BRANCH 19—608 South Ann Street (*Fell's Point*).

(Building not yet constructed. Site given by Children's Playground Association and William H. Graffin.)

ANNUAL REPORT FOR 1917

To the Trustees of The Enoch Pratt Free Library:

During the past year :

1. The Library has added 16,868 volumes to its collection, so that there are now accessioned 204,135 volumes in the Central Library, and 151,682 volumes in the Branches, making a total of 355,817 volumes, which are accessible to the people of Baltimore.

2. We have circulated 661,431 volumes to the homes of 45,158 borrowers. There have been 51,859 books and 48,562 magazines used in the Central Library Reading Room and 662,747 persons have visited the Branches, a number greater than the entire population of Baltimore, from the youngest infant to the oldest man, whether literate or illiterate.

3. There have been provided 373 current periodicals in the Central Library, and about 35 in each Branch Library Reading Room.

4. Each Branch Library possesses a complete card catalogue of its books. At the Central Library there is a catalogue to all the volumes in the Library, comprising nearly three-quarters of a million cards, and there is also a partial public card catalogue, containing several hundred thousand cards, toward the completion of which addition is made as fast as our finances admit.

5. A trained and educated staff of Library employees, much underpaid, has cheerfully and faithfully endeavored to put in the possession of the people the information contained in these books and magazines.

6. In the 9 lecture halls in the Branch Libraries 57 lectures were given.

7. At the Central Library a department of Science and Useful Arts gives free access to our valuable collection of books, trade catalogues and magazines upon those subjects.

8. At the Central building, an especial Children's Department aids both children and parents, in giving the best reading to those who are learning how to use books.

9. The Reference Department at the Central Library has answered multitudes of questions, either asked by visitors in the Reading Room, or over the telephone.

10. The Open-Shelf Standard Library gives opportunity to anyone who desires it, to gain an intimate acquaintance of several thousand of best books which have been written in English, or translated into our language.

11. Sixteen Branch Libraries, in buildings owned by the City, and 2 Stations in rented rooms, not only render accessible to people in different portions of Baltimore their own collections, numbering from 2,000 to 14,000 volumes, but also afford opportunity for persons living in different sections of the City to make use of the books in the Central Library.

12. Reading Clubs for Adults and Children, carried on in the various Branch Libraries, bring to the people the opportunity to appreciate literature. Debating Clubs among the boys afford a useful method of learning expression. Children's Story Hours, which are conducted with the valued co-operation of the Children's Playground Association, lead the very young to begin to love the companionship of books.

13. The purchase, through the faithful and persistent effort of our agent, of a suitable site upon which to erect a Branch Library building for Station 11, long inadequately housed, by the expenditure of an appropriation of \$10,000 from the Mayor and City Council, brings us within sight of a consummation long desired by the people among whom this Station has done useful work for a great number of years.

14. The generous gift by the Children's Playground Association and Mr. William H. Grafflin of a site upon South Ann Street for a Branch Library enables us to look forward to the early erection of a building which will supply a crying need, voiced to us by the people of the neighborhood of Fell's Point, for a full score of years.

15. In addition to the usual publications, we have printed a Bulletin, containing titles of our volumes in the Polish language, which will make our collection useful to the 30,000 people in Baltimore who speak that tongue. In co-operation with generous citizens, we have published a list of books upon financial subjects, approved by the Educational Committee of the American Investment Bankers' Association, and one containing references to books in this and in the Library of the Peabody Institute, treating of the lives of the painters represented in the Galleries of Mr. Henry Walters.

16. The Catalogue Department has caught up with the arrears of work which had been delayed in preparation of books for the use of the public throughout some years past.

17. We have ordered and received most of the volumes from the St. Louis Library list of Books for Tired Eyes, which books, printed in large type, have been placed on the shelves of the Open-Shelf building.

18. We have given more systematic and better training to applicants for positions on the Library Staff than ever before. During the early part of the year, we conducted a series of weekly lectures for those in training. The many changes incident to the participation of the United States in the Great War caused vacancies in our force and diminished seriously the number of applicants. We have, fortunately, been able, in spite of our meager salaries, to retain the most of our Staff and to secure acceptable candidates for these vacancies, although the margin of safety has been reduced to zero in some cases, when we had appointed all persons whose training had been completed.

19. We have co-operated with the other Libraries of the country in the work of the American Library Association, and especially in securing several thousand volumes, and a somewhat greater number of magazines, which have been sent to the Young Men's Christian Association and the Knights of Columbus in the various camps in Maryland.

20. We have given to the service of the country, our Assistant Librarian, Mr. Lawrence C. Wroth, who was for some time before the war, a private in the Field Artillery of the Maryland

National Guard. Promoted to position of Sergeant, he was mustered into the service of the United States upon July 25, and he has since that time been further promoted to a second lieutenancy. At the end of the year, he is with the 110th Regiment, at Camp McClellan, Anniston, Alabama.

21. During the year, the Librarian completed a quarter century of service in the position which he holds. Looking over the list of librarians of the large libraries of the country, only one, Mr. William H. Brett, of Cleveland, is found, whose service in the position he now holds is as long as this. During this period the Library has made great progress, and has been hindered from making still greater progress because of inadequate financial resources. When these are provided, we may look forward to rapid progress, in view of the ample preparation we have made to meet the needs of the City, as soon as an adequate maintenance shall be provided us.

I have placed as a frontispiece of this report an engraving of Lewis H. Steiner, M. D., who was elected Librarian in November, 1884, who organized the Library and conducted it until his death, upon February 18, 1892. To his remarkable intellectual versatility, his high conscientiousness and devotion to duty, and to his remarkable administrative ability, the Library owes a great part of its subsequent success.

The needs of the Library are the same as last year, and, as then, we may well state that the Library expects in future years:

1. An additional Central Building constructed by the City at the cost of about three-quarters of a million dollars on Cathedral Street, adjoining the present building.

2. Ten sites for Branches dedicated to Library purposes, either by the City or by private beneficence.

3. Adequate maintenance by the City, so that the members of the staff, who should have at least as much educational training as teachers, may receive salaries equal to those paid by the City to teachers, and not, as at present, much less than those and also only from one-third to two-thirds those paid to the library staff in other cities.

4. Adequate maintenance by the City, so that the purchases of

books may be sufficient to meet the people's needs and may approximate the amounts expended in other cities.

5. Additional appropriations, so that we may extend the usefulness of the Library as an educational institution and as a place whence healthy mental recreation may be obtained, by giving more lectures, printing more lists of books and entering into as many lines of usefulness as can be centered about the reading of books.

Two sites for Branch Libraries have been secured during the past year, and we earnestly hope that at least three more sites may be provided in 1918. Even after such additional sites are secured, there will still be left a number of parts of the City in which there is no provision for Libraries. The sections of the City lacking Branch Libraries at present are:

(a) To take the place of Station No. 10 in the Tenth Ward or the southern part of the Ninth Ward, near Greenmount Cemetery.

(b) In the vicinity of Lake Montebello in the Eighth or Ninth Ward.

(c) In the vicinity of the York Road in the northern part of Waverly in the Ninth or Twelfth Ward.

(d) In the vicinity of Mt. Royal and Maryland Avenues in the Eleventh Ward.

(e) In the vicinity of Whitelock Street and Linden Avenue in the Thirteenth Ward.

(f) In the vicinity of Ashburton in the Fifteenth Ward.

(g) In the vicinity of Calverton and Edmondson Terraces in the Sixteenth Ward.

(h) In the vicinity of Carroll and Irvington in the Twentieth Ward.

(i) In the vicinity of Hollins and Catherine Streets in the Twentieth Ward.

We ought to be able to open additional departments at the Central Library. The Schools of Music at the Peabody, and of Art at the Maryland Institute, and the Charcoal Club ought to have access to a special Art Department of this Library as a useful auxiliary to them. The teachers of the city, as well as those who are studying at the Training Schools, and at the

Educational Department of the Johns Hopkins University, ought to find a Pedagogical Department in the Public Library. The business men of a great commercial city ought to be able to find at their service, a Commercial and Business Department of the Library. Such departments have been established in other cities, notably at Newark, New Jersey. In other cities we find in the process of establishment such a Business Men's Branch, as is outlined at page 30 of the 45th Annual Report of the Chicago Public Library for 1916-17:

"In connection with the suggestion for a down town business information bureau a special staff of trained experts must be secured to give prompt and direct aid to business concerns seeking special information of all kinds. Facilities should be provided for quick translation into English of letters in foreign languages received from all parts of the world. Expert advice should be available to business houses desirous of installing indexing and filing systems on the most approved lines. Indexes of all kinds should be provided to serve as guide posts and sources of information, and in general, there should be such equipment as will prove of practical value to business and industrial interests of Chicago. When times become normal again trade activities will demand a sharper and keener need in the competitive field than present haphazard methods can meet, and the Library can play an important part in proving its practical value in commercial development."

In England also, the matter has been under discussion, and in July, 1917, the Council of the Library Association made a report on the Provision of Technical and Commercial Libraries, containing the following paragraphs:

"In the interests of the domestic and foreign trade of this country, it is desirable to establish commercial departments in Libraries in trading and industrial centers. Only the largest towns can support libraries so extensive and highly organized as those of the Institute of Commerce, Antwerp, and of the Commercial Museum, Philadelphia. But the Council believes it possible, in the Library of every trade center, to form special sections which will provide business men and others with much

information valuable to them in business. All Libraries contain books useful to business men, some have large numbers of such books. The practice has been to store them with the general collection. As business men, however, are, as a rule, imperfectly trained in the use of General Reference Libraries, the Council recommends that, wherever possible, these collections be brought together to form Special Libraries, as in the cases of the Libraries now open in Glasgow and Liverpool. Such a Library should include:

"Commercial and Industrial Data (reports of the Boards of Trade and Agriculture and Fisheries, Consular and Colonial Reports, parliamentary publications relating to commerce, trade periodicals and catalogues, reports of Chambers of Commerce, statistical publications).

"Geographical Information (atlases, maps, gazetteers, directories, books of travel written from the standpoint of commercial development).

"Transport and Communication (shipping, railway, and postal guides, telephone directories, telegraphic codes).

"Financial Information (tariffs, foreign exchanges, banking, company reports).

"Commercial and Industrial Law.

"Business Organization (office methods, advertising, salesmanship, works management, accountancy, cost keeping, etc.).

"Working collection of general and special reference books.

"Journals on Commerce, Industry and Finance."

An enthusiastic advocate of such a Commercial Department in Libraries, Richard H. Waldo, wrote in the *Library Journal*, for April, 1917, at page 268, as follows:

"There could be no finer, more productive activity for every Chamber of Commerce in the country than the development of the business literature sections of our Public Libraries, and the teaching of the chamber's to draw on the improved resources. An active, effective library committee working in each of the 560 towns and cities having one or more memberships in the National Chamber, could work wonders at slight cost. Aided by advice from Washington, in a year's time the equipment of

the average business man for keeping up-to-date in his field could be greatly increased, and a beginning could be made in teaching the rising generation to use the Libraries for other than fiction books, and a largely increased return to the taxpayers would be provided. The Public Library should be made the modern business man's office annex, in every American village, town and city big enough to support half a dozen progressive concerns."

Where the Library is able to provide such facilities, it has a right to say, as is said in the 65th Annual Report of the Public Library of Boston for 1916-17:

"The Trustees would urge upon business men the importance of inducing their employees to take advantage of the great resources of the Library which has been and is constantly alive to the necessity of enriching its shelves by books on technical education and business administration. The Library is keenly alive to the demands of those seeking information upon trade topics and specialized subjects, and its experts are at the command of those who need them to unlock the stores of the Library on any business subject."

In these troublous times, conservation is very important, and one can only conserve the results of past labors by receiving increased supplies with which to make further progress. This Library must sadly echo, found in the report of the San Diego Public Library for 1916:

"We have been sadly crippled this year in our work, because we have not been able to buy new books to keep up with the demand. Money devoted to the library purposes is like that on the schools, well spent and of actual benefit to the whole community, in that it upbuilds its mental standards.

"Unless the library department receives a substantial increase in its appropriation in the next few years, much of the work which has been accomplished in the last year will be lost, in that the interest of the public will be diverted and the foundation which has been laid for the carrying on of new work will be of no benefit whatever, and the entire work of the library department will be retarded."

While the war rages it is important that we should prepare for the future years of peace by giving the American people the best possible educational development. As a writer said in the *Congregationalist* for July 5: "If it is a task to stay behind and serve the old, old causes of truth and toil and faith—let us quit like men." It is important for us to remember that the Library as an Educational Institution must be kept at its highest efficiency during this period. Mr. Henry Guppy, writing upon the "Work of the Public Library During and After the War," in the *English Association Record* for July, 1917, said most truly that:

"In other words, it is in the Library that we have access to the memory and mind of the human race, and this access is necessary if we are to make any progress, since we need to press the past into the service not only of the present, but also of the future. Therefore, it is not too much to say that Libraries constitute one of the most valuable assets of the world, for as a means of communicating ideas they can hardly fail to play, day by day, a larger part in human history.

"The nation that is starved in mind and fancy is as little likely to survive the searching test of war as the nation which is starved for bread. With the mind and intellect it is the same as with the tree, as soon as it ceases to grow it begins to decay, in other words: stagnation spells death, or to quote the words of Scripture: 'where there is no vision the people die.'"

This preservative function of the Library is not alone for the people of its own age, nor for the country in which it is located. Mr. C. E. Boyd, writing upon "Public Libraries and Literary Culture in Ancient Rome," and describing these Public Libraries, whose idea originated by Julius Cæsar, while they were actually organized by Augustus Cæsar, writes that such Libraries were a "powerful reflector of Rome's ideals, they assisted very appreciably in furthering the Literary interests of the Empire; they were directly serviceable in furnishing material for both cultural improvement and research. Finally, the Libraries of Rome were the chief means of preserving to mediæval and modern times many works of antiquity." Well did Prof. Isaac Flagg select

as a Library motto: "*Bene legere, saecula vincere;*" for, truly, in reading the best books time is conquered. This great debt which we owe the past, and which we can only repay by transmitting to the future what we have received, was in the mind of Victor Hugo, when he wrote in "*L'Année Terrible*":

"A Library implies an act of faith,
Which generations, still in darkness hid,
Sign in their night in witness of the dawn."

It is never amiss, from time to time, to restate to ourselves the purposes of Libraries. Prof. E. C. Richardson in the Proceedings of the American Library Institute for 1916, wisely stated that: "These libraries, looked on as existing real objects, are collections of books appropriately housed, organized, and manned to serve particular ends; which ends may be broadly distinguished into the dissemination of common knowledge and aid in the production of new knowledge."

Another of the leading Librarians of the country, Mr. John C. Dana, three times at least, has well stated the reasons for the existence of Libraries. In 1897, he wrote that a Public Library's "prime purpose is to place the right book in the proper hands to get more joyful and wise thoughts in the minds of its owners—the people." In 1902, he said: "Libraries are established that they may gather together the best of the fruits of the tree of human speech, spread them before men in all liberality, and invite all to enjoy them. The schools are, in part, established that they may tell the young how to enjoy this feast." Finally in 1906, he wrote that "the Library should be accumulative of works hospitable to students, a sedative for quietists, and provocative of interests," and the last is not least.

It is well to remember that a Library is not merely an institution of education, but also one for healthful mental recreation and for inspiration. The Librarian must use his effort to make people both efficient and cultured, as Prof. C. C. Certain wrote in the *Library Journal* for May, 1917: "Efficiency is power to do; culture is power to appreciate and enjoy."

A Library must remember so to provide for people who wish to use it that they may say with Lady Mary Mortley Montagu to her daughter, the Countess of Buté: "No entertainment is so cheap as reading, nor any pleasure so lasting." The same writer, in another letter to her daughter, wrote in 1758 that she knew by experience how far the love of reading was "capable of softening the cruelest accidents of life";—she found no "remedy so easy as books, which if they do not give cheerfulness, at least restore quiet to the most troubled mind." After all, one cannot sum up the usefulness of a Library better than Dr. Arthur E. Bostwick did at the opening of the Indianapolis Public Library, in October, 1917—"A modern Library is a city's headquarters in its strife against ignorance, and inefficiency."

In view of the importance of Public Libraries, let us examine how they are treated in other cities. The city of Philadelphia has recently appropriated the sum of \$3,500,000 for a Central Library building. The city of Detroit, by a vote of 53,000 to 16,000 in November, 1916, determined to issue in bonds \$750,000 toward the erection of a new building, which is expected to cost \$1,350,000, in addition to the site. The same progressive city, finding that it had not appropriated sufficient money, at an election held in April, 1917, voted to issue \$250,000 more of bonds, the voters favoring the issue being 23,200 in number, while those opposing being only 9,600 in number. Although expecting to place this new building upon a different site than the old one, the Trustees state that "it will be quite necessary to maintain a big Library down town, and the present location is an ideal one." The city of Boston raised by local taxation \$420,000, being about two per cent. of the city revenue. In February, 1917, Mr. Josiah H. Benton, Chairman of the Trustees, died, leaving \$100,000 to the Library for the purchase of children's books, and over a million dollars more, after the death of Mrs. Benton, one-half of which is to be expended by the Library in the purchase of scholarly books, and the remaining half is to accumulate, until it reaches the sum of \$2,000,000, when it is to be used for a new Central Library building. In case the city of Boston shall appropriate less than three per cent. of its revenue for Library purchases,

the income of the Benton bequest is to be expended in the support of the poor. It is estimated that, as a result of this bequest, the income of the Library will be at least \$500,000 a year, as soon as the Benton bequest shall become available. In Chicago, very important advances have been made, as is shown by the following extracts from the 45th Report of that Library for the year 1916-17:

"Your Board was confronted with a situation resulting from the heavy rise in the cost of living and an accompanying upward trend in salaries paid by private concerns, which made it clear that, in order to retain the services of an adequate staff, it would be necessary to authorize substantial increases in the salaries of the employees of the Library." * * * "It is a great pleasure to be able to report that relief is now assured through the adoption by the General Assembly, on June 16th, of the bill in which the Library sought to secure a fixed minimum tax rate. This bill received the prompt approval of the Governor on Monday, June 18th. Under its provisions the Chicago Public Library will be assured of a minimum rate of eight-tenths of a mill and a maximum of one mill, thus escaping at last from the condition of uncertainty which has characterized its financial affairs because of the uncontrollable fluctuations of the tax rate."

This increased income enables the Library to pass such resolutions as the following, which was adopted immediately after our declaration of war with Germany:

"That the sum of \$2,500 be set aside from the Book Fund for the purchase of drill manuals and other books on military organization and instruction in such quantities as may be found to be necessary, and that the War Department be requested to recommend books which should be made available to the citizens to fit them for military or other national duty in this emergency."

As our total expenditure for books is about \$15,000 a year, we notice that the Chicago Public Library is expending for military books a sum equal to one-sixth of our total expenditure for the purchase of new books upon all subjects.

The same city of Chicago has, within a little more than a year,

adopted a Library plan for the whole city which is well thought out and comprehensive. It is pleasant to find that other cities are following in our wake, for we adopted a similar plan, when we made our application to Mr. Andrew Carnegie in the year 1906, and only the failure of the City to provide sites for Library buildings has prevented that plan being carried out a number of years ago. In other cities, we find that the support of the Public Library calls for large appropriations to be raised by taxation; for example, last year New York raised \$1,404,000; Chicago, \$556,000; Philadelphia, \$283,000; St. Louis \$291,000; Cleveland, \$414,000; Pittsburgh, \$325,000; Detroit, \$276,000; Buffalo, \$122,000. Smaller cities, which are yet in the same class of Baltimore, raised large amounts by taxation for Library purposes; for example, Milwaukee raised \$144,000; Cincinnati, \$122,000; Newark, N. J., \$149,000; Los Angeles, \$226,000; Minneapolis, \$170,000; Seattle, \$176,000; Oakland, \$119,000. Other places still of much smaller population have made appropriations for Library purposes, in comparison of which those of Baltimore are very small; for example, Rochester, New York, with a population above 250,000, raised by taxation \$61,000; Springfield, Mass., with a population of 103,000, raised \$74,000; Worcester, with a population of 160,000, raised \$71,000; Atlanta, with a population of 185,000, raised \$40,000; St. Paul, with a population of 240,000, raised \$81,000; Grand Rapids, with a population of 126,000, raised \$65,000; Denver, with a population of 250,000, raised \$67,000; Louisville, with a population of 236,000, raised \$64,000; Omaha, with a population of 163,000, raised \$40,000. Still smaller towns raised larger sums by taxation, for example: Dayton, Ohio, with a population of 116,577, raised by taxation \$48,000; Newton, Mass., with a population of 43,000, raised \$33,000; Davenport, Iowa, with a population of 48,800, raised \$26,000; Elizabeth, N. J., with a population of 86,600, raised \$21,000; Sioux City, Iowa, with a population of 57,000, raised \$26,000; Manchester, N. H., with a population of 70,000, raised \$19,000. In comparison of these figures, we had last year from the Mayor and City Council an appropriation of \$49,000, to add to the income of \$50,000 from the Pratt annuity. The conclusion is inevitable that the forward-

looking cities of the country are placing in the tax levies amounts far greater than is the case in Baltimore. If we compare our appropriation with that given the other portion of the Educational System of the City, namely the Schools, we find that there were appropriations for them in the Ordinance of 1917 to the sum of \$2,330,610. It is also ludicrous to contrast this amount—which we would not see diminished with one cent—with the \$49,000 appropriated for Library purposes. It is undoubtedly true that the people of Baltimore have not yet begun to have a vision of the true position of a Public Library. With constant reiteration from year to year, in these reports, we have striven to call to their attention the breadth of the function of the Library as stated by various scholars. In our continued endeavor to accomplish this purpose, we print a few paragraphs from the address of Prof. E. C. Richardson at the Atlantic City meeting of the American Library Institute in 1916:

“A Library is a collection of books intended for use, as distinguished from a collection of books intended for sale or for the scrap basket. * * * A Library exists for two ends: first, to teach the present generation; second, to hand down books to posterity. Most Libraries are founded without thought to the handing down of literature; they are founded for practical teaching purposes; handing down is incidental and accidental. Nevertheless there has always been some notion of the duty or desirability of posterity. * * *

“If, therefore, the same Library is to exercise both functions, of teaching and handing down books, they must be kept quite distinct, and the fact that the main object is to teach kept quite clear.

“This teaching function belongs to all Libraries. The typical modern Library is the Free Public Library, and in these days, it is a recognized factor of the system of public education. It is sometimes even organized together with the school system, and library training is required in most normal schools. It is often called the people’s university, and is recognized as the one institution for instruction of those above school age. It is also recognized as the one instrument by which a man who has gained his Bachelor of Arts may continue his education through life.

"There are few things more remarkable in the development of modern culture than the way the Public Library has taken up its task of teaching. The old idea of a store of books, which could be called for over the counter and needed only an author catalogue, has gone. It has been replaced by a system which provides the best subject catalogues, select lists of best reading, gives free access to a large number of books, tempts reading by select collections and book exhibitions, guides individual readers and groups of readers, helps study classes, women's clubs, as well as public school children by special Reference Librarians, provides lectures, storytellers for children; in short, has a staff which helps the books to teach all along the line, and even goes into the highways and hedges and constrains users to come in."

In the Autumn, the Trustees, after very careful consideration, requested an appropriation of \$112,500 in the Ordinance of Estimates for 1918. Subsequently, owing to the imperative demand for an increase in salaries, they requested \$5,000 more for that purpose. Had the entire request been granted, there would have been available, including the \$50,000 (the income from the Pratt annuity) for Library purposes, during 1918, the amount of \$167,500, which is still less than that at the disposal of Libraries in the other cities of a population comparable to that of Baltimore. The Handbook of the Rotary Club says: "Fifty cents per capita per annum in taxes is not too much for Public Library expenditures." Our appropriation from the City, if based on that ratio, would be nearly \$300,000, and, even if we should deduct the Pratt annuity, the appropriation would be about \$250,000. Our request was less than half of that sum. In the Ordinance of Estimates, an appropriation of \$54,000 was made. The details of the request to the Board of Estimates are best shown in the letter sent by the President of our Board of Trustees, upon September 18, as follows:

The Board of Trustees of the Enoch Pratt Free Library of Baltimore City respectfully request that an appropriation of one hundred and twelve thousand five hundred dollars (\$112,500) be placed in the Ordinance of Estimates for the

year 1918, for the equipment, maintenance, and support of said Library.

(a) The sum of twenty-six thousand dollars (\$26,000) for the maintenance of the ten Branch Libraries: Nos. 9, 11, 12, 13, 14, 15, 16, 17, 18, 19, built from the fund given by Andrew Carnegie, Esq., being 10 per centum of the cost of the buildings, the minimum amount agreed to be paid by the City.

(b) The sum of two thousand five hundred dollars (\$2,500) for the maintenance of Branch No. 8, in Walbrook.

(c) The sum of two thousand dollars (2,000) for the maintenance of Station No. 10. In 1916 the actual expenditure for the maintenance of Station 10 largely exceeded the one thousand dollars (\$1,000) allowed by the City and the Library could not purchase any appreciable number of books for its use, although such books are urgently needed. It seems evident that the appropriation made by the City for the care of this Station ought to provide entirely for its maintenance and that there should not be a draft upon the annuity for this purpose. No part of our work is more beneficial to the citizens than this which is carried on by the Station in Old Town.

(d) The sum of two thousand five hundred dollars (\$2,500), the amount appropriated annually for several years past for the maintenance of salaries of clerks in the lower grades of the Library service.

(e) The sum of ten thousand dollars (\$10,000) for the increase of the salaries of the Library Staff, in order that we may make certain other much needed increases in the salary list. Not only are we paying much less than other cities to persons holding similar positions, but also much less than is paid to the teachers in our Public Schools. The importance of the Library as an educational institution is such that we ought to be able to place on our staff persons as well equipped as are these teachers, and pay them salaries equivalent to those received by the latter. In our request last year we stated certain facts, which we desire again to emphasize: "Many of the employees are grossly underpaid, because of the inadequate income of the Library, and the discrepancy is so great, as compared with salaries paid in other

lines for a similar class of service, that it is becoming each year more difficult to secure a properly educated and efficient force, and the usefulness of the Library is becoming more and more liable to serious impairment. It is the belief of the Trustees that from eight to ten thousand dollars would not be too much to expend in this way, but the Trustees deem it wiser to proceed slowly, and, therefore, only ask at this time for the sum of ten thousand dollars."

Since last year, the situation has become much more difficult, and, indeed, critical, on account of the beginning of the war, and the large number of men who have been taken either into the Army, or into other National Government service, of whom many have been replaced by women. As a result, it is impossible to procure young women for positions at the minimum salary we have heretofore paid, and it is absolutely necessary that more may be paid those entering library service, in order to induce women to consider the desirability of making application for library positions. We had paid our lowest grade of women clerks twenty-five dollars (\$25.00) a month. This sum is inadequate to attract to library positions young women, in view of the increase in wages paid in other occupations, and, in fact, we are confronted with the simple impossibility of securing the service indispensable to the Library without this increase.

Another emergency has arisen in connection with our janitors. We have been paying them thirty dollars (\$30.00) a month, and wages have so increased that it is impossible to continue to secure men at so low a wage; and it is again simply impossible to keep the Library and its Branches open without labor of this character.

Our salaries are lower than those of the other City Departments and we ask a sum which will enable us to approach more nearly to what is paid elsewhere, although even with this increase we shall be unable to make a wage schedule equivalent to that of other City Departments.

(f) The sum of twenty thousand dollars (\$20,000) for the purchase, binding and cataloguing of books for the seventeen Branch Libraries for which no building is being erected. This is

the minimum amount which should be expended for the purchase and cataloguing of new books, for the replacement of standard worn-out books, and for the rebinding and repairing of books which need such attention, in order that they may longer serve the public.

(g) The sum of six thousand dollars (\$6,000) for the purchase, binding and cataloguing of books for Branches 11 and 19. It has been customary for the City to make an appropriation of three thousand dollars (\$3,000) for the equipment of new Branches as we have opened them.

Next year it is confidently expected that the building of Branch No. 19 will be ready for use and there are, of course, no books to place within it. The building of Branch No. 11 will also be completed and the stock of books there is so small and contains so many well-worn volumes, that we shall need the same amount usually given for a new Branch, in order properly to stock the building for this neighborhood, the people of which are so ambitious to secure good books.

(h) The sum of seven thousand five hundred dollars (\$7,500) for the maintenance of Branches 5, 6, 7. The original gift of Mr. Pratt, in his words, contemplated a main building and "Branches connected with it in the *four* quarters of the City." and the annuity created by Mr. Pratt's gift was evidently intended for the maintenance of these five Libraries only.

In their endeavor to meet the pressing needs of the City, the Board of Trustees established three other Branch Libraries. As a result of this action, the annuity has been charged with expenses not originally contemplated, and now, in view of the heavy increase of charges on its income, it is no longer sufficient to provide satisfactorily for its original purposes. We, therefore, request that the same appropriation be made for the maintenance of these three Libraries which has now been made for a number of years for Branch No. 8, namely, two thousand five hundred dollars (\$2,500) annually for each of them.

(i) The sum of ten thousand dollars (\$10,000) for the maintenance of Branches 1, 2, 3, 4. The grant of this request will enable us to devote the entire amount of the annuity to the gen-

eral administration of the Library system and properly to equip and maintain the Central Library as at present conducted.

(j) The sum of twenty thousand dollars (\$20,000) for the equipment of additional departments in connection with the Central Library. During the past year the appropriation made for that purpose enabled us to maintain the standard Open Shelf Library at 404 Cathedral Street and the Scientific and Children's Departments at 400 Cathedral Street. These three departments have been very useful, and we find that one building is too small for the Children's and Scientific Departments.

As matters now stand, notwithstanding our desire to consolidate the scientific works in one collection, we are unable to remove from the Reference Room in the building on Mulberry Street the bound volumes of scientific and technological periodicals, and, indeed, we have hardly room enough for the needed additions to the scientific books now in No. 400. An additional appropriation will enable us to transfer the Children's Department to another building and leave the whole of 400 Cathedral Street for the Department of Science and Industrial Arts.

In addition to this enlargement of the quarters for the existing departments, at least three new departments ought to be opened at an early date, namely, a Pedagogical, a Fine Arts, and a Commercial Department. The students of the Johns Hopkins University need ready access to our works on the first subject, since it now pays especial attention to pedagogical work, and with the aid of the City's Public Library, the same department would furnish a co-operation of the greatest value to the educational department of the City, provided our books were made easily accessible to the teachers in our Public Schools and those who are training themselves to teach there.

We are endeavoring to make Baltimore a beautiful city, and the administration is carrying on large projects for the Civic Center, the improvement of St. Paul Street and the more æsthetic arrangement of Mount Vernon and Washington Places. The Maryland Institute is an important center of art education. Surely the Public Library of a city engaged in these artistic improvements and a city which is the seat of so important an

art school ought to have a Department of Fine Arts in its Public Library.

An urgent demand comes to us from the business men in all lines of industry, that we establish a special commercial and economic department, where may be gathered together not only books for circulation, but a large collection of directories and similar reference books. This department would be valuable not only for those who could visit it, but for those who, through telephonic communication, should be able to obtain from a trained staff of library employees the information they need to answer questions arising in their business.

(*k*) The sum of five thousand dollars (\$5,000) for remodeling and altering Branch No. 8, in Walbrook.

Over ten years ago Mr. Francis A. White presented to the City for Library purposes an admirably situated lot in Walbrook, upon which his father, the late Francis White, erected twenty years ago, a well built, neat frame building, which was used for a number of years as a Union Chapel. It was the first public building in Walbrook and has proven admirably adapted for library purposes. The growth of the population of the vicinity, however, has made it too small to contain, properly, the growing work of the Branch, and it is desirable to enlarge the building, by an addition, which will render it better equipped to carry on its important work.

(*l*) The sum of one thousand dollars (\$1,000) towards conducting courses of lectures, readings, concerts and exhibitions in such of Branch Libraries as have halls which can be used for that purpose. In the city of New York, an admirable work has been done in the way of public education through such courses, and we have found that the small beginning of such work as we have been able to undertake has been much appreciated, and has been of considerable educational value to those parts of the community in which are found the Branches built from the Carnegie fund, possessing halls which make it possible to carry on this work. The possibilities of such educational work are almost boundless, and through such evening gatherings, healthful entertainment may also be given to many people. With this small ap-

propriation, we can greatly increase the efficiency of this work.

(*m*) The sum of five thousand dollars (\$5,000) for the completion of the Public Card Catalogue of the Central Library. In the early years of the Library, printed finding lists, containing classified lists of one-line titles of books in the Library, were printed. The expense of this method caused the issue of such finding lists to be suspended, nearly ten years ago. From the beginning of the Library, a complete official card catalogue of books has been maintained, but nothing of the sort was provided for the public, until the latter part of 1904. At that time, the issue of printed catalogue cards by the Library of Congress, at a small price, made it possible for us to begin such a public card catalogue, which now contains the record of all works of fiction and of all works added since the end of 1904, as well as those which have been re-catalogued during the same period. At the present rate of progress, however, it will be many years before we will be able to give the public, as they have a right to expect, a complete dictionary card catalogue accessible to all persons. With this appropriation, it will be possible for us to purchase a great number of cards from the Library of Congress, for books not now catalogued in the Public Card Catalogue, to employ additional cataloguers to place subject headings and call numbers upon the cards, and to arrange these cards in the cabinet.

Mr. Carnegie's contract with the City and State was made several years ago, and since then we have been using the fund thus provided for the erection of Branch Libraries. Eight of these have been opened and two more are about to be built. There are sections of the City, however, in which it has been impossible to secure lots, although the need for books by the people in these sections is so pressing that buildings should certainly be erected as soon as possible. This need is urgent and the remainder of the Carnegie Fund, for the construction of buildings, is lying idle. The City, which has appropriated large sums for the purchase of sites for public schools, may well make moderate appropriations for the securing of sites upon which may be placed buildings devoted to the uses of the other portion of the City's educational work, namely, the Public Library.

If all of the several sums asked for be granted us, our total income, including the annuity, will still be far less than that of the municipal library in any city in the country which can be compared in size with Baltimore. Unless we receive an adequate appropriation, we cannot enter upon the new fields of usefulness which open before us, nor sufficiently increase our valuable collection of books. We are most anxious that the Library may keep well abreast of all other departments in the growth of the City, and may suitably serve the people of Baltimore by providing them with educational advantages and wholesome mental recreation. With appropriations such as we have requested above, we can render efficient service to the public and fulfill the purpose of the founder in establishing the Library "for the benefit of our whole City."

GENERAL SURVEY.

This summary is made in accordance with the form for library statistics, compiled by the American Library Association committee on library administration.

Mr. Pratt, by a gift to the City of about \$1,150,000 (Central Library, first four Branches and endowment) in 1882, enabled the City, for over twenty years, to have public library facilities without further expense than payment of the annuity of \$50,000, the first City appropriation being one of \$5,000, made in 1908. The appropriation last year (1917) was \$49,000. Since the opening of the Library both area and population of Baltimore have doubled, and the number of Branch Libraries has increased from 4 to 18.

The Enoch Pratt Free Library, of Baltimore City, Maryland, whose librarian is Bernard C. Steiner, serves a population, enumerated as 558,485 in 1910, and estimated as 585,000 in 1916. The Library is free for lending and reference, and its agencies consist of the Central Library, which occupies three buildings; of sixteen Branch Libraries, each occupying a separate building, and two stations, occupying rented rooms. It distributed books also through 57 other agencies, by means of traveling libraries,

etc. The Library was open during the year, for lending books, 305 days, the Central Library and the Branches being open each week for lending books 69 hours.

The Central Library was open 83 hours each week for reading, except during the Summer months, when the Reading Room closed an hour earlier each week day and was not open upon Sundays and holidays. In the remainder of the year the Reading Room was open upon 34 Sundays and 5 holidays, when the lending department was not open. The total number of officers and employees upon the Library staff is 132. The value of the land and buildings of the Library, according to a low estimate recently made by the City Comptroller, was four hundred and forty-two thousand, seven hundred and sixty-three dollars (\$442,763). The books contained in the buildings are worth about four hundred thousand dollars (\$400,000). At the beginning of the year, there were 346,104 volumes accessioned in the Library. During the year there were added by purchase 12,191 volumes, by gift and exchange 580 volumes, by provision of law as depository for State and Federal publications 311 volumes. There were lost during the year 517 volumes. The total number in the Library at the end of the year was 355,817 volumes. No effort is made to collect pamphlets. It is estimated that the Library possesses 6,000 pamphlets. The total number of volumes lent for home use in 1917 was 661,431. Of this number 270,437 consisted of volumes of fiction and 18,540 were sent to agencies. The number of books circulated since the opening of the Library in January, 1886, is 18,434,204. 126 books were sent to blind persons throughout the State. No record is kept of reference use of books, except in the Central Library Reading Room, where 51,859 volumes were consulted. In the nine lecture halls at Branch Libraries 57 lectures were given: 10,904 persons registered as borrowers during the year, of which number 89 took out deposit cards and did not provide guarantors. The total number of registered borrowers is 275,461. Of those persons registered during the year, 4,185 received students' cards in addition to the borrowers' cards. In the Central Library Reading Room 373 periodicals are currently received and 48,562 were used by patrons during the year. In each

Branch Library Reading Room about 35 periodicals are provided. No record is kept of users of them. The receipts of the past year from local taxation are forty-nine thousand dollars (\$49,000), from endowment (the Pratt annuity) \$50,000, from fines and sales of publications \$2,901.20 of which amount \$18.80 came from the sale of Finding Lists and Bulletins and the remainder was from charges and damages to books, from miscellaneous receipts \$623.22, making the total of \$3,524.42. In addition, from the City the sum of \$10,000 was received for the purchase of the site for Branch No. 11, which amount was expended for this purpose. The payments for maintenance have been as follows: For books, \$14,220.35; periodicals, \$2,312.99; binding, \$3,216.63; salaries, \$63,071.91; insurance, \$781.41; rent, \$550.02; fuel, \$5,211.22; light, \$4,067.68; construction and repairs, \$3,193.00; stationery and supplies, \$2,207.68; Library of Congress cards, \$900.00; furniture and typewriters, \$520.00; drayage, \$865.31; printing, \$952.41; property account, \$18.75; miscellaneous expenditures, \$2,864.54. The appropriation from local taxation was distributed as follows: Maintenance of Branches 9, 12, 13, 14, 15, 16, 17, 18, twenty-one thousand dollars (\$21,000); maintenance of Branch 8, twenty-five hundred dollars (\$2,500); maintenance of Stations 10 and 11, two thousand dollars (\$2,000); maintenance of salaries, twenty-five hundred dollars (\$2,500); purchasing, cataloguing and binding books, Branches 1 to 18, twelve thousand dollars (\$12,000); equipment and maintenance at Central Library of Open Shelf, Scientific and Children's Departments, nine thousand dollars (\$9,000). In the Ordinance of Estimates for 1918, fifty-four thousand dollars (\$54,000) are appropriated from taxation, to be expended as was the appropriation in 1917, with an additional sum of five thousand dollars (\$5,000) for salaries.

ORDER AND ACCESSION DEPARTMENT.

The total number of books now on our accession catalogues is 355,817. During the year 16,868 books were accessioned, of which 4,145 were replacements. Since the opening of the Library

126,708 books have been condemned and withdrawn from circulation; 7,155 of these were condemned during the past year.

The number of volumes in the Library at the beginning of the year was 346,104, so that the net gain has been 9,713 volumes. We make no attempt to collect pamphlets, but there are probably over 6,000 pamphlets in the Library collection.

During the year 6,113 volumes were added to the Central Library; to Branch No. 1, 486; Branch No. 2, 329; Branch No. 3, 357; Branch No. 4, 289; Branch No. 5, 265; Branch No. 6, 540; Branch No. 7, 285; Branch No. 8, 388; Branch No. 9, 590; Station No. 10, 117; Station No. 11, 188; Branch No. 12, 377; Branch No. 13, 452; Branch No. 14, 394; Branch No. 15, 445; Branch No. 16, 545; Branch No. 17, 552; Branch No. 18, 703.

The total number of books now accessioned for the Central Library is 204,135; for the Open Shelf Department, 3,958; for the Children's Department, 4,580, and for the Branches as follows: Branch No. 1, 14,156; Branch No. 2, 13,102; Branch No. 3, 11,251; Branch No. 4, 11,185; Branch No. 5, 13,344; Branch No. 6, 12,878; Branch No. 7, 8,234; Branch No. 8, 6,217; Branch No. 9, 5,625; Station No. 10, 2,158; Station No. 11, 2,944; Branch No. 12, 6,521; Branch No. 13, 6,801; Branch No. 14, 6,247; Branch No. 15, 6,075; Branch No. 16, 6,649; Branch No. 17, 5,752; Branch No. 18, 4,005.

The usual stock-taking was prosecuted with care, and its result is as follows: There were missing from the Central Library 132; Open Shelf, 2; Technology Department, 19; Children's Department, 24; Branch No. 1, 46; Branch No. 2, 58; Branch No. 3, 20; Branch No. 4, 5; Branch No. 5, 17; Branch No. 6, 23; Branch No. 7, 11; Branch No. 8, 26; Branch No. 9, 3; Station No. 10, 25; Station No. 11, 15; Branch No. 12, 18; Branch No. 13, 29; Branch No. 14, 1; Branch No. 15, 8; Branch No. 17, 17; Branch No. 18, 18. Since the Library was opened in 1885 we have lost 3,053 books, divided as follows: Central Library, 1,256; Branch No. 1, 168; Branch No. 2, 180; Branch No. 3, 118; Branch No. 4, 37; Branch No. 5, 117; Branch No. 6, 138; Branch No. 7, 57; Branch No. 8, 81; Branch No. 9, 93; Station No. 10,

149; Station No. 11, 157; Branch No. 12, 242; Branch No. 13, 130; Branch No. 14, 8; Branch No. 15, 30; Branch No. 16, 6; Branch No. 17, 39; Branch No. 18, 18; Open Shelf, 5; Technology Department, 28; Children's Department, 24. The loss this year was 1 to every 1,379 books circulated. From the beginning the loss has been 1 to every 6,777 books circulated.

The Library contains books in some considerable number written in thirty languages, as follows: French, German, Greek, Italian, Latin, Arabic, Assyrian, Egyptian, Hebrew, Yiddish, Dutch, Finnish, Flemish, Dano-Norwegian, Swedish, Icelandic, Hungarian, Bohemian, Persian, Sanskrit, Hindustan, Lithuanian, Armenian, Japanese, Chinese, Russian, Spanish, Portuguese, Turkish and English. A mere perusal of this list shows how wide are the opportunities which we offer to the people.

English books were received as usual, as were those from France. It is almost impossible to replace German books when they are worn out, and no new ones were ordered during the year. A large number were bought by the head of the order department from second-hand book stores in Baltimore, and by the Librarian from similar stores in Philadelphia, New York, and Brooklyn. Through these purchases, we are gradually completing the additions to the Branches of such books, included in the American Library Association catalogue and supplement, as seem adapted to our purposes. Our extremely inadequate book fund caused us to cease purchase of books for Branches in the Autumn during the remainder of the year, and the book funds for the Central Library being even more inadequate than for the Branches, we made no purchases of new American books, from the first of January to the middle of September, except those of an especial interest. We bought largely of books upon the Great War, and added a considerable number of volumes to the Scientific Department. During the thirty years since the opening of the Library a large number of duplicate volumes had accumulated. These were brought from the basement, during the Summer and Autumn, to a room immediately over that used for the accessioning of books. These duplicates were carefully arranged and large numbers of them, which it was unlikely we would ever need, were

sold to dealers in old books. Those which were not sold were placed so that they could be easily accessible, when needed for the purpose of replacement.

From time to time people naturally make complaint of the Library, because we do not buy new books as promptly as they would like, nor do we buy as extensively among the works of fiction, as many wish. In answer to such a letter of complaint made to the President of the Board of Trustees, he made the following answer, as the expression of his personal views, which views are so thoroughly in accordance with my own, that, with his permission, I print the letter herewith.

"I am duly in receipt of your letter of the 13th inst., and have called its contents to the attention of our Librarian and also of the Chairman of our Library Committee. I feel that I ought to say, however, that personally, I should be very sorry to have the Library cut down its purchases of really useful and instructive books in order to buy more fiction, which I understand to be your suggestion. If we have money enough, I think we should get good books of both classes; but, if we are obliged to choose between them, I think it accords better with the purpose of our trust to let those adults who read for amusement *only* patronize the circulating libraries you mention, with which we make no attempt to compete. The case is different with respect to children, who may reasonably ask to be gratuitously provided with a plentiful supply of sound and wholesome juvenile fiction as a feature of their education."

Some books of value have been given to the Library during the year, and we suggest that friends of the institution may well take such opportunity of enriching our collection with books not at present contained therein.

Among the donations we may mention several volumes upon artists, from Mr. Henry Walters; a number of pamphlets upon the Great War from a British Committee; a volume entitled "Thomas Jefferson, Architect," from Mrs. Thomas J. Coolidge, Jr.; two volumes upon the family and banking business of Alexander Brown, from Mrs. J. Crosby Brown, and the records of Michigan Regiments in the Civil War, from that State. We

have also received the deposit of Federal Documents from the United States Government.

The continued increase in the number of books condemned and needing to be replaced takes time and money. Assistance from the cataloguing department has enabled us to keep up with the growing work (in large measure due to the adoption of the Open Shelf system) in a way which would be otherwise impossible.

CATALOGUE DEPARTMENT.

The year's record of cards added to the official and public catalogues is 78,352, the number revised is 16,520—a total of 94,872. The number of books catalogued was 13,190, of which 5,888 were new books for the Central Library; re-catalogued, 5,638; 7,302 catalogued for Branches; discarded for Central, 469; numbers changed, 1,090; discarded for Branches, 1,081.

The three chief events of the year were: 1. The completion of all arrears of cataloguing prior to the current year, so there are now no uncatalogued books received prior to 1917. We expect, in the future, to make six months the maximum time in which any book shall be permitted to remain uncatalogued. 2. Great progress was made toward re-cataloguing the scientific books, etc., in the classes "N" and "O," which classes are placed at 400 Cathedral Street. 3. The cataloguing of a very large number of books for the Branch Libraries.

The cataloguing of the arrears was a goal we had longed to realize for some time, but had been hindered by many causes. It included the re-cataloguing of books in the Polish language, with the assistance of the Rev. Paul Fox; the re-cataloguing of a large part of our collection of Shakespearana, and of a considerable number of books of travel, poetry and drama, on Canada, in Latin and Greek. During the next year, we hope to be able to complete the re-cataloguing of the scientific books and those in ancient languages. The cards for periodicals, prepared for the Reference Department, have made a notable addition to the card catalogue. A large number of books have been catalogued in

foreign languages, principally in French and Italian. In these languages, a number of important war books have been obtained.

"The books for tired eyes," in the Open Shelf Department, took some time to catalogue, as the different editions sometimes required special shelf numbers. We are anxious to re-catalogue books on military, naval and nautical subjects, upon games and sports, and those in the class known as miscellaneous.

The Library of Congress cards are invaluable in our work, not only as labor saving aids, but also as reference guides, through the information gained from them. We regret, however, that we are unable to obtain cards for religious books, and that even when we obtain such cards, no classification is noted on them. We are also disappointed at not receiving cards for scientific books, printed in previous years, and sometimes at failing to secure cards for Public Documents and for new copyright books. We usually receive the printed cards for books secured for the Branch Libraries.

The cataloguing room is too small for comfort and convenience, and the Reference Department is too far from it. The accession record had outgrown the drawers provided for it, and new provision had to be made. Two new card cabinets were installed in September, containing 156 drawers. Into these new cabinets, a large part of the card catalogue was transferred from the old drawers, which were allotted to the accession record. By this step, more ease was given to the cards filed in other portions of the card catalogue, and the appearance of the room was also improved. Before transferring the cards to the new cabinets, the old cards were cut to standard size, and the record was verified, causing a considerable amount of revision and discarding of old cards. The catalogue department gave considerable assistance to the order department in its work for Branch Libraries during the year. There has been a very great number of changes in the staff of this department. It is needless to say that this has had a very detrimental effect upon the work, since it is the catalogue department into whose care is given the making of the record of the Library's resources. The more experience and training cataloguers receive, the better this record will be.

Cataloguing a book is not merely placing a number on a printed card and filing it. If careful and thorough reference work has not been given a book, reliance cannot be placed upon the record. A successful cataloguer must have a disposition toward accuracy and concentration and a liking for the work. If its books are not correctly catalogued, the Library cannot serve its patrons intelligently. With the daily instruction necessary, and the constant interruptions in the supervision of the work, it is difficult for the experienced cataloguers to find time for the accomplishing of their necessary duties.

The high salaries offered for mere filing clerks in the business world compare unfavorably with the amount which we are obliged to pay to members of our staff, and the inducements offered by the Federal Government are such as to entice young women into its employment. Considering all these things, we may be well pleased with the work of the department during the year.

New arrangements were made in regard to the stamping of the books, which have considerably increased the speed with which volumes reach patrons of the Branches, and the work of the Central Library is kept well up to date under the new arrangement. In the early part of the year a very considerable amount of time was given to preparation of special lists, especially that for the Walters Art Gallery.

PUBLICITY.

The Annual Report, containing as a frontispiece an engraving of the best picture of Mr. Pratt in his later years, was published in February, and the annual bulletin of accessions appeared at about the same time. We received a number of very pleasant notices concerning our report from those who received it. The newspapers of the City have shown their friendliness by printing articles urging increased appropriations on the part of the City. The *American* has been conspicuously willing to help in this way. We are also especially indebted to Mr. Clark S. Hobbs, the managing editor of the *Municipal Journal*, for

printing in that publication articles concerning the Library and its activity. *The Town*, the journal of the Woman's Civic League, in its number for May 5, printed an extended notice of the Garden Exhibit at Branch 7, in the Spring, at which time Bolgiano's Seed Store printed a selected list of books on flowers, gardens and poultry. The firm of Alexander Brown & Sons aided us by printing an edition of a Selected List of Books on Financial and Banking Topics in our Library, approved by the Educational Committee of the Investment Bankers' Association of America. Mr. Henry Walters provided the funds for the publication of a catalogue of books in this Library and that of the Peabody Institute relating to the lives and works of the painters represented in his gallery. Our thanks are due to these helpful friends. A broadside was issued and largely distributed, showing the service the Library is capable of rendering the business men of Baltimore. We regret that our extremely inadequate income makes it impossible for us to do more in the way of advertising the facilities of the Library.

During the year, except during the Summer months of the year, we exhibited books in the showcases placed in the windows upon the first floor at 404 Cathedral Street. Some of the subjects which these books treat have been as follows: Military Training, Politics and Government, Banks and Banking, Social Science, Roses, House Furnishings, Decorations, etc., Russia, Martin Luther, Playwriting for Movies, Plays.

REGISTRATION.

The number of persons registered has shown a slow but steady increase during the past few years. With the opening of new branches, we always acquire new patrons. We cannot, however, expect a very great increase in the number of borrowers, until we have adequate support from the City.

The following new points of distribution were added to our list during the year: Newsboys Library, Green-Lucas Co., Hutzler Bros. Co., Western Branch of the Talmud Torah, School No. 32, School No. 86.

During the year 57 institutions granted the privilege of drawing books used that privilege. These institutions have drawn the following number of books: Public Schools—Eastern High School, 983; School One, 666; School Twenty, 205; School Twenty-two, 634; School Twenty-nine, 44; School Thirty-two, 160; School Forty-two, 1,660; School Seventy-two, 419; School Eighty-five, 134; School Eighty-six, 121; School Ninety-five, 1,022; School One Hundred, 129; School One Hundred and Nine, 218; School One Hundred and Ten, 142; School One Hundred and Eighteen, 35; Western High School, 15; Teachers Training School, 87; Bryn Mawr School, 40; Convent of Visitation, 95; Girls' Latin School, 117; Goucher College, 121; New School, 44; Park School, 5; First Presbyterian Church, 24; First Presbyterian Church Boy Scouts, 38; First Presbyterian Church Camp Fire Girls, 37; First Presbyterian Study Class, 53; First Presbyterian Church Young People's Society, 34; Reid Memorial Boy Scouts, 279; St. Paul's Reformed Church Sunday School, 927; Second Church Evangelical Association, 234; Barton Hall, 138; Children's Playground Association, 207; Carroll Park Playground, 180; City Spring Playground, 506; Recreation Pier, 523; Baltimore Club, 480; Handicraft Club, 12; University Club, 449; Police Headquarters, 557; Postoffice Station N, 111; the *News*, 8; the *Sun*, 4; the American Can Co., 294; Brager's Department Store, 798; the Gas and Electric Co., 8; Gilpin, Langdon Co., 750; Green, Lucas Co., 1; Hochschild, Kohn & Co., 1,970; the Hub, 745; Hutzler Bros., 51; Ward's Bakery, 713; Newsboys Library, 345; Sheppard-Pratt Hospital, 7; Western Branch of the Talmud Torah, 235; Western Union Telegraph Co., 449; Woman's Civic League, 2.

The classification of the institutions drawing books during the year is as follows: Public schools, 17; private schools, 6; Sunday schools and other church organizations, 8; playgrounds, 5; clubs, 3; Police Headquarters, 1; Postoffice, 1; newspapers, 2; mercantile and manufacturing houses, 9; miscellaneous, 5.

CENTRAL LIBRARY BUILDINGS.

But few changes occurred in the Central Library during the year. We found that 400 Cathedral Street was too small to adequately contain the Children's Department as well as that of Science and Useful Arts. In the hope that we could remove the Children's Department and give the whole building to the other department, we made a request of the Board of Estimates for an increased appropriation. We also felt the need of additional departments to provide for the needs of the people of Baltimore. Thus, for the city which claims to be an educational center, and in which are the Teachers' Training School and the educational department of the Johns Hopkins University, which institutions cause many to be interested in teaching, there should be a Pedagogical Department in the Public Library. A city that has pride in its reputation as an emporium of trade and commerce, should have a department of economics, trade and commerce in its Library. A city that, through the Municipal Art Society and the Maryland Institute of Arts and Design, is striving to become beautiful and to teach those who are to be instructors in arts, should have a Department of Fine Arts. For each of these departments we have the nucleus of a fine collection of books. The Board of Estimates did not include any additional appropriation for departments of the Central Library in the Ordinance of Estimates for 1918. We have two dwelling houses, purchased by the Trustees against future growth, which houses can be used for the purposes of new departments. They are not, however, fire-proof buildings, as indeed neither 400 nor 404 Cathedral Street is a fire-proof building. Some time in the future, an adequate Central Library building must be erected in Baltimore by constructing a large addition to the present building. In the meantime, we struggle along as best we can, in cramped and inadequate quarters.

Our lack of funds prevents any expenditure at the Central Library building, except for current repairs. The progress of recataloguing of the scientific books caused the Public Card Catalogue to progress towards completion. Our application, however,

to the Board of Estimates for \$5,000 so as to be able to finish that work in the near future, met with no favorable response.

In the Spring, United States flags were hung from the Central building, on Mulberry Street, and from 400 and 404 Cathedral Street. These flags were the gift of the Trustees. In December, a Service Flag was placed in front of the Central Library, on Mulberry Street, to commemorate the fact that the assistant librarian was in the United States Army.

REFERENCE DEPARTMENT.

The Reading Room of the Central Library was open every secular day of the year from 9 A. M. to 10 P. M., except during June, July, August and September, when it was closed at 9 P. M. On Sundays and holidays, except during the period from June 1 to October 1, and on Christmas, the Reading Room has been open from 2 to 7 P. M. The use on holidays and Sundays has been sufficient to warrant continuing such opening, except during the warm weather. There are 373 current periodicals on file. The largest circulation occurred on November 24, when 295 periodicals were used, and the smallest on June 13, when 66 periodicals were used. The Sunday and holiday circulation varied from 26 on May 30 to 160 on October 28. During the year 48,562 magazines were used, as against 69,842 in the previous year. The Reading Room was open 305 secular days, 34 Sundays and 5 holidays, or 344 days in all.

There have been some requests that the Reading Room be opened on Sundays in Summer, but not enough to warrant the expense of such opening. We have been unable to place electric lights in the room during the year, on account of our meager income, and earnestly hope that we will be able to do so during the coming year. The work of this department is still done in the most inconvenient way possible. The desk and books are in the front of the building on Mulberry Street; the Official Card Catalogue is at the rear of this building and on a different floor; the accessioning of magazines, when bound, is accomplished in the rear rooms, on the first floor of 404 Cathedral Street; the

valuable collection of public documents is divided between these rooms and the rooms and hall on the third floor of this building. Until a new Central Library building is provided, this inconvenience must continue. We have, however, a corps of clerks in the department, intelligent and most zealous to help borrowers. In the report of the Queens Borough Public Library for 1916, we read:

"The reference use in the Library grows but slowly, unless provision is made for it. If an information desk is occupied by a helpful and efficient librarian, the reference work at that branch will develop at once, and this use of a public library is one of the most vital in its influence on the community, as well as on the individual. We have the books, we have the searching public, but lacking the librarians for this work no connections are made, and a great and vital function of the Library is paralyzed."

This Library is fortunate in having members of its staff in this department who are both "helpful and efficient."

The function of the reference department of the Library has been so well stated in the Newark, N. J., Library Report for 1916, that we quote from it here:

"Now, if you will think of your public Library as a dictionary and encyclopedia—and you would be quite right in so thinking of it—and then if you will believe me when I say that it is a dictionary and encyclopedia about one thousand times larger, infinitely more complete and accurate and vastly wider in its range of contents than are Webster's and the Britannica combined, you will begin to get a faint idea of why you feel, as I am sure you do, that your Library is a very great and useful thing, much to be respected for its size and richness, and very powerful in its chosen line of telling you what you wish to know. And then, if you will think of the Public Library as yours—and you do think of it in that way—as properly yours as is the dictionary on your own shelf at home; and then, if you will keep always in mind, as you should, these facts: that this, your dictionary and encyclopedia of all that the world now knows or ever knew, of all that it does and ever did, of all that it ever discovered, or invented, or taught or said or sung; that it is made apt to your hand and

ready to your wish by a group of servitors who are much more eager to make your Library serve you well than they are to get the modest wage you pay them; then you will see clearly why this part, the Library, of the great educational system your city has built up, has far more power to be of help to you and yours, to your welfare and your business, than its very modest annual cost at first suggests.

"But much like a dictionary it in fact is. Because—first, the books are arranged in groups by kinds, and of these kinds there are several thousands. Next, the whole collection is very fully indexed; so fully that one can easily find books by any man one may name—if the books he wrote are among your 245,607 volumes; and so fully also that one can easily find all the books that have been written, so far as they are in the Library, on any subject one may ask about; and so, fully, again that one can easily find by its title any book one ever heard of, if Newark owns it."

Prof. E. C. Richardson, of Princeton University, has said: "A list of questions put to the reference Library, in the course of the day, is one of the most suggestive exhibitions of the inquiring human mind." As a proof of this let us cite some of the questions asked us. Inquiry is made for the "Life of Hugo Munsterberg"; for a list of books on folklore of various countries; for lives of George and Martha Washington; for suitable recitations for celebrations for Washington's and Lincoln's birthdays; for information as to the relative excellency of the English and United States government; for a list of things for which Baltimore is noted; for the genealogy of the Dawson and Buckner families; for the location of former Baltimoreans, by lawyers interested in the settlement of an estate; for a book on French chateaux; for information on the Monroe Doctrine; for books on Chinese art and symbolism; for costumes and history of various nations, in connection with the preparation for the Allied Bazar in the Spring; for books on Russia, on submarine warfare and on Somerset County, Maryland; for the date of the change of the name of Lovely Lane to German Street; for the date of a cyclone which once occurred at Frostburg, Md., and for the proper way to care for a monkey.

In the Summer months, the number of visitors somewhat diminishes, but the many calls of the telephone continue throughout the year. The amount of information that is given to the public in this way can not be put in figures. We have calls for the locations of quotations; for the meaning of new words which are due to the war; for the meaning of the insignia showing the ranks of the various commissioned officers; and for the reviews of new books. We have prepared special lists, and posted them on the bulletin board, for such timely subjects as the New Year, Lenten readings, St. Patrick's Day, Valentine's Day and Easter. We have given much aid to the students of various schools and colleges in preparing debates on the subjects of the day, such as National Defense, Capital Punishment, the World Peace, the Illiteracy Test for Immigrants, Use of Schools as Recreation Centers, Yellow Journalism. We keep posted on the bulletin board a selected list of current articles in the magazines, thus bringing before our patrons many periodicals with which they are not familiar.

All of the magazines for the Branches, as well as for the Cen-Library, are received here. Care and accuracy are demanded to keep track of them; to prepare a revised annual list for subscriptions, and, this year, the frequent changing of prices of magazines, the irregular manner in which many magazines have been received, cause much worry. The auditing of the bills for magazines has also demanded care, and an acknowledgment is yearly made of gifts of periodicals. No German magazines were received after March, 1916, and, when our country entered into the war with Germany, with the advice of our importing agent, we discontinued subscriptions to these magazines for the period of the war. English and French periodicals have come regularly, but more slowly than in former years. The preparation of the magazines for the binder has been an arduous task, but has been so well performed that almost all of the volumes for the first half of 1917 now stand bound upon the shelves. As these volumes include practically everything which is indexed in the Reader's Guide to Current Literature, we are able to place a wealth of information at the disposal of any investigator.

The attendance in the Reading Room has kept up quite well. Some readers, as was expected, transferred themselves to the departments which are housed at 400 Cathedral Street, and in the Autumn we found that some of our readers had been called away by the draft, and others had left the city to secure positions elsewhere.

The students of the Johns Hopkins University come here in greater numbers for reference work, than they did before the removal of the University to Homewood, as, owing to our central location, they sometimes save time by so doing. We have done a great deal in the way of supplying information to the students of Goucher College and the public schools. These pupils are interested in the great topics of the day, such as the Red Cross, the Conservation of Food, and Food Control. The Summer School of the Johns Hopkins University gave us quite a good deal of reference work.

"We find the spirit of the war is fast showing itself in the young men of our schools and colleges. That the love of country is being instilled into them is shown more and more by the references on military training that we are constantly finding for them. So great has been the demand for the army and navy regulations that an especially prepared list was made and posted on the bulletin board for their convenience, and our best books dealing with drill regulations, etc., were withdrawn from circulation for a time, being kept in the Reference Department, where they might be consulted at any time."

The topographical maps of the United States, which we have arranged as to be easily consulted, have been more used than in former years.

A readjustment of the force placed the management of the Reading Room, on Sundays, more immediately under the care of the department. Another readjustment has placed a young man in the department, a change that has proved very helpful to the work.

We have been re-cataloguing all bound magazines located in the Reference Department, and this work has required much time and the closest attention. A duplicate of each card is made

for the Official Card Catalogue of the Library. Our collection of reference books is, in general, sufficiently complete for our needs, but we have frequent calls for the Reports of the United States Supreme Court Decisions, and hope that we may be able to add them to our fine collection of government publications before long.

From time to time, we receive pleasant proof of the usefulness of the Library to the people. After some years of absence from the city, an officer in the United States Army, came to the Library, and, in the course of conversation, said: "I actually love the Pratt Library, and love to come back to it, as it is the only means of my ever finishing my course at the University of Maryland." Being a young man of very limited financial resources, he was unable to purchase many books, and succeeded in winning his diploma largely by means of the books he obtained in the Reading Room of the Library. Again, a young lady said that her success in building a new house in Baltimore County was due to information received from books on architecture consulted here.

At the meeting of the Maryland State Teachers' Association, in November, held at the Western High School, special mention was made of our fine list of books, from which a bibliography of "Latin and the Teaching of Latin" was compiled by one of the teachers, for use in the schools.

BINDERY.

The Bindery Department has the following record: Books mended, 81,837; books sewed, 6,862; books bound in Library, 478; books bound by outside binders, 1,043; books rebound by outside binders, 4,518. Of the number of books mended, 6,799 were mended at the Central Library. In Technocology Department, 10; in Children's Department, 432; at Branch No. 1, 10,410; Branch No. 2, 4,925; Branch No. 3, 6,077; Branch No. 4, 4,427; Branch No. 5, 7,041; Branch No. 6, 3,648; Branch No. 7, 2,369; Branch No. 8, 1,693; Branch No. 9, 1,901; Station No. 10, 3,320; Station No. 11, 3,625; Branch No. 12, 2,580; Branch

No. 13, 5,777; Branch No. 14, 2,042; Branch No. 15, 2,821; Branch No. 16, 2,385; Branch No. 17, 5,078; Branch No. 18, 4,487.

Of the total number of books sewed, 1,577 were sewed at the Central Library, seven in the Children's Department, and at the Branches as follows: Branch No. 1, 304; Branch No. 2, 436; Branch No. 3, 324; Branch No. 4, 371; Branch No. 5, 293; Branch No. 6, 316; Branch No. 7, 114; Branch No. 8, 111; Branch No. 9, 121; Station No. 10, 111; Station No. 11, 170; Branch No. 12, 384; Branch No. 13, 299; Branch No. 14, 117; Branch No. 15, 163; Branch No. 16, 328; Branch No. 17, 320; Branch No. 18, 996.

Amount of work done by this department continues to be noteworthy. Because of the training given our apprentices in the rudiments of book-binding, a great deal of necessary repair work to the books is performed at the Branch Libraries.

CIRCULATION—GENERAL.

The great problem of the Public Library is to place right books in the hands of the people, in the neighborhood served by it. There are a few books, among which number most people would place the Holy Scriptures, which are suitable for the reading of all persons, at all times. There are many other books which are adapted for the reading of special classes of people, and there are still other books that are adapted for reading at certain times. Alas! There are also books which should not be read at all. The Public Library endeavors to have none of such books upon its shelves. We should remember that there is no mental virtue in reading, unless the books read be suited to the needs of the reader. When so suited to the reader, the words of Sir Richard Steele, in the *Tattler*, No. 147, are true, namely:

“Reading is to the mind what exercise is to the body. As by the one, health is preserved, strengthened, and invigorated; by the other, virtue (which is the health of the mind) is kept alive, cherished, and confirmed. But as exercise becomes tedious and

painful, when we make use of it only as the means of health, so reading is apt to grow uneasy and burthensome when we apply ourselves to it for our improvement in virtue. For this reason, the virtue we gather from a fable or an allegory is like the health we get by hunting; as we are engaged in an agreeable pursuit that draws us on with pleasure, and makes us insensible of the fatigues that accompany it."

We are familiar with Lord Bacon's statement as to the different treatment that should be given different classes of books. A more modern one, of the same sort, was made by Justin Winsor, in the Circular of Information of the United States Bureau of Education, No. 1, 1880, as follows: "The man is but half grown who thinks a book is of no use unless it is read through and would confine his acquaintance to the few score or hundreds of volumes that he can conscientiously read from beginning to end in a lifetime. One may indeed have a few books that remain a constant wellspring to him; but these should be very few, unless he wishes to have his conceptions dangerously narrowed. There is nothing so broadening as an acquaintance with many books, and nothing so improving as acquiring the art of tasting a book, as the geologist takes in the condition of a landscape at a glance. Let your few bosom books qualify your intellectual nature; and then give yourself the food you will grow upon by the widest discursiveness."

We have never tried to narrow the reading of the public in the field of good books. The trouble with most people is, not that they read periodicals and works of fiction, but that they read nothing else. Thackeray, in his *Roundabout Papers*, calls attention to the general and natural appeal of novels: "Novels are sweets. All people with healthy literary appetites love them—almost all women; a vast number of clever, hard-headed men, judges, bishops, chancellors, mathematicians, are notorious novel-readers, as well as young boys and sweet girls, and their kind, tender mothers."

The Library has no quarrel with the spoken word, nor does it deny the benefit obtained from listening to lectures, and instruction by teachers. Yet, it is as true as it was more than two

centuries ago, when Richard Baxter wrote his Christian Directory, that "Books have the advantage in many other respects: you may read an able preacher, when you have but a mean one to hear. Every congregation cannot hear the most judicious or powerful preachers; but every single person may read the books of the most powerful and judicious. Preachers may be silenced or banished, when books may be at hand; books may be kept at a smaller charge than preachers; we may choose books which treat of that very subject which we desire to hear of, but we cannot choose what subject the preacher shall treat of. Books we may have at hand every day and hour; when we can have sermons but seldom, and at set times. If sermons be forgotten, they are gone, but a book we may read over and over until we remember it, and, if we forget it, may again peruse it at our pleasure, or at our leisure. So that good books are a very great mercy to the world."

Truly "good books are a very great mercy," and they lift a man out of the limiting categories of space and time, as Emily Dickinson well wrote:

"He ate and drank the precious words,
His spirit grew robust;
He knew no more that he was poor,
Nor that his frame was dust.
He danced along the dingy days,
And this bequest of wings
Was but a book, what liberty
A loosened spirit brings!"

Most of the people who draw books from the Library are careful with them, and only a small number of books were lost by borrowers during the year. In addition to the 517 books missing at stock-taking, 150 were lost and paid for and 21 lost without payment; 50,489, or 1 in every 13, were kept out over two weeks, so that their borrowers became liable for charges. For the most part these charges have been duly collected and paid over to the Treasurer.

We are continually receiving testimonials of appreciation from borrowers. A child in the third grade said, at Branch 18: "The Library teaches you how to read. Before I joined here, I could hardly read at all in school. I have had five books from here, and now I can read like lightning." Students at all of the institutions of learning, from Primary Schools up to the University, bear the same testimony as to the usefulness of the Library. One of the borrowers writes that "I have been able, in a liberal way, to continue a coveted College education—I owe it to the liberality of Branch 3, and the kindly help of the ladies in charge." Another reader at the same Branch said: "The Pratt Library is an inexhaustible gold mine,—each book a nugget to be had for the asking." A borrower at Branch 1 stated that it had been "an inestimable help and convenience to me in my work. I desire to express my appreciation of the faithfulness and courtesy with which it has, in the past, filled my rather (I fear) difficult and exacting orders." A teacher near Branch 12 bears testimony to the help that the Library has been to the pupils in the way of supplementary reading, and through boxes of books sent through the Outside Delivery. She concludes her statement by saying: "The Library is our good friend and ally." One of the best things about the use of the Library by children is that they discover their own books. At Branch 18, a boy about 12 or 13 years of age, selected for himself, a large volume containing a life of Napoleon, and then remarked: "I just love history and you have so many interesting books here."

CIRCULATION CENTRAL LIBRARY.

The books on selected subjects, placed on the uppermost shelf in the Delivery Room showcase, show the following results: In January we circulated 260 books in Natural History, as against 209 in 1916; in February we circulated 507 books in Fine Arts, as against 523 in 1916; in March we circulated 405 books in Philosophy, as against 209 in 1916; in April we circulated 108 books in Law, as against 72 in 1916; in May we circulated 434

books in American History, as against 321 in 1916; in June we circulated 136 books in Language and Education, as against 89 in 1916; in July we circulated 680 books in European History, as against 280 in 1916; in August we circulated 276 books in Political and Social Science, as against 191 in 1916; in September we circulated 145 books in Medicine, as against 85 in 1916; in October we circulated 245 books in Military, Naval and Recreative Arts, as against 123 in 1916; in November we circulated 281 books in Biography, as against 240 in 1916; in December we circulated 121 books in Voyages and Travels, as against 55 in 1916.

Since the early part of the year a table has been placed just inside the counter in the Delivery Room, upon which table are displayed books concerning the Great War, so that our patrons may examine them at their leisure, and choose which they wish to take to their homes. This privilege has been much appreciated.

The Circulating Department always endeavors to please the public, and the increase in the circulation of books in the latter part of the year, shows that we are meeting with some measure of success. Sometimes we fail, because people do not come to the Library to have their wants supplied; sometimes we fail because the patrons who do come are very disagreeable and hard to satisfy; sometimes we fail because of defects in our service.

This department has suffered very much during the year on account of resignations and absences. We have been necessitated to work with a force of young, inexperienced clerks, for the most part, recent High School graduates. When appointments were made slowly, a new clerk received the attention of the rest of the clerks, as well as of those in authority, and consequently learned more quickly. When there are six or eight appointments in less than three months, those upon whom the efficiency of the force depends, are kept busy in teaching and catching up mistakes.

In spite of the very considerable inducements offered by the business world, we have been able to secure clerks to fill vacan-

cies, but the task has been a difficult one, and would have been an impossibility, had it not been for the slight increase in salaries made in October. We have almost no substitutes, and live, as it were, from hand to mouth.

The difficulty in obtaining boys has been practically solved by employing pupils at the City College and Polytechnic Institute, who come after school hours. They put up books, and straighten those on the shelves, during the remainder of the time. These boys are not at their best, for they have been in the class-room all day, but they have been indispensable in helping us.

Stock-taking began in February, and was delayed by absence on account of illness and by the lack of boys. The size of our collection and the many places in which books may be found causes the task to be a difficult one. The work was finished in September, and the number of books lost was not in excess of previous years. The shortage in janitor service has hindered greatly the dusting of books, consequently not only leaving the stock-rooms untidy, but causing stock-taking to be more difficult.

We have bought largely, books upon the Great War, and can supply most of the demand, except for the popular books, of which we have not a sufficient number of duplicates.

The Cataloguing Department sent down so many cards that nearly all the space in the Public Card Catalogue became filled, and a new section was installed in the Spring. Continued new cataloguing filled the new drawers, as well as the old ones, and still another section must be installed early in the next year. The card catalogue remains a puzzle to many persons. We do not expect people to know all our rules for filing cards, but are surprised at the number who do not know the alphabet and do not know how to spell. There is one teacher in the City who is sufficiently interested in her pupils to bring them to the Library at regular times, and instruct them in the use of the cards. We wish there were more like her.

The show windows on Cathedral Street have been supplied with attractive volumes, and have helped to advertise the Library.

Lists have been prepared, at various times, for persons who

are interested in special subjects. We may name, as an example, a list of books for boys, prepared for the Baltimore Council of the Boy Scouts of America.

During the year nearly eight hundred reserve post cards were left for books, including those in all classes of the Library except fiction. The excitement attending the entry of the United States into the Great War, and the movement to secure more extensive growth of vegetables in gardens, caused a diminution in the books circulated. Some patrons were drafted, and they and their families ceased to draw books for a time, while many women, who usually read books, occupied themselves with knitting and other work for the soldiers. Then, too, there was a long embargo upon the purchase of books, owing to the fact that our income was so small. Through all of these causes the circulation diminished during a large part of the year. It is encouraging, however, to report that an increase was seen during the last months of the year. Had we anything like an adequate amount to expend for books, there would be no trouble in registering a substantial increase in the circulation.

OPEN SHELF STANDARD LIBRARY.

Realizing that a vast number of books must be contained in any large Library, which volumes are neither literature at all, or are not of the highest class of literature, we have endeavored to place before the public, in our Open Shelf Department, a Standard Library of good books, not narrowly limited to the classics, but on the other hand, containing very little which has not attained approval from the judgment of students of English literature. In other words, we have tried to place in this room, works such as Selina Ware Paine referred to in a poem entitled "Old Books":

"Oh, very wise is Father Time!
His flail is tried and true;
I love the garnered pile of books
He's winnowed through and through."

In this room, we give the opportunity for readers to have the experience described so beautifully by Southey in his poem entitled, "The Scholar in His Library":

"My days among the Dead are pass'd
 Around me I behold,
 Where'er these casual eyes are cast,
 The mighty minds of old;
 My never-failing friends are they,
 With whom I converse night and day.

"My thoughts are with the Dead: with them
 I live in long-past years,
 Their virtues love, their faults condemn,
 Partake their griefs and fears;
 And from their sober lessons find
 Instructions with a humble mind.

"My hopes are with the Dead: anon
 With them my place will be;
 And I with them shall travel on
 Through all futurity;
 Yet leaving here a name, I trust,
 Which will not perish in the dust."

In a collection such as this, we give men the opportunity to have access to the best written achievements of men. Joseph Addison, in the "Essay on Immortality" in the *Spectator*, thus referred to the value of reading great books:

"As the Supreme Being has expressed, and as it were printed in His Ideas in the Creation, men express their ideas in books, which, by this great invention of these latter ages, may last as long as the sun and moon, and perish only in the general wreck of Nature. * * * There is no other method of fixing those thoughts which arise and disappear in the mind of man, and transmitting them to the last periods of time; no other method of giving a permanency to our ideas, and preserving the knowl-

edge of any particular person, when his body is mixed with the common mass or matter, and his soul retired into the world of spirits. Books are the legacies that a great genius leaves to mankind, which are delivered down from generation to generation, as presents to the posterity of those who are yet unborn."

A similar thought was expressed by Robert Burton, in the "Anatomy of Melancholy," when he wrote that: "Heinsius, the keeper of the Library at Leyden in Holland, was mewed up in it all the year long; and that which to my thinking should have bred a loathing caused in him a greater liking. I no sooner (saith he) come into the Library, but I bolt the door to me, excluding lust, ambition, avarice, and all such vices, whose nurse is idleness, the mother of ignorance, and melancholy herself, and in the very lap of eternity, amongst so many divine souls, I take my seat, with so lofty a spirit and sweet content that I pity all our great ones, and rich men that know not this happiness."

Many of us confine our reading too exclusively to current works, and so our reading may lose its usefulness in large part. "We need constantly the caution," given by H. L. Koopman, in "The Booklover and His Books": that "the near carries with it an appearance of importance that is an illusion; of this truth our periodical, from the newspaper up, is the illustrious example, and the lesson is all summed up in the one phrase, 'back number.' Let us be careful that in heeding contemporary voices we are not storing our minds with the contents of 'back numbers.' True literature, as we have seen, never becomes out of date; Homer keeps up with the telegraph."

The most important additions to this department during the past year has been a number of books printed in rather a large type, selected from a list issued by the St. Louis Library and entitled, "Books for Tired Eyes." As years go on, many of us find only too true the remark of Mr. Koopman, in the work just quoted, that "The fading eyesight of old age does not necessarily set the norm of print; but this is certain, that what age reads without difficulty youth will read without strain, and in view of the excessive burden upon the eyes by the demands of modern

life, it may be worth while to consider whether it is not wise to err on the safer side as regards the size of type, even by an ample margin."

We believe that these books will be beneficial to many who find it difficult to read smaller type. A distinctive mark placed on these books makes it easy to distinguish them. The interest taken in this department has been sustained and deepened during the year. In the Summer, several officers in the Army who were in Baltimore awaiting orders, were faithful patrons of the room. Some transient residents in Baltimore during the Winter months have found that the department contributed to their pleasure and profit during their residence here.

DEPARTMENT OF NATURAL SCIENCE AND USEFUL ARTS.

Considerable use has been made of this department by officers and men in the military forces of the United States, and by men connected with large industrial concerns. New industrial concerns have come into existence, and old established ones have increased their products, and as a result, many persons, in order to increase their efficiency, have come to the Library for the assistance that can be obtained only through the books and magazines in this department. In a number of specific instances, this department has been of great value to its patrons. Men come for information bearing upon practically every manufacturing industry, especially those to do with iron and steel, machine shops and foundry practice, petroleum, and the manufacture and care of automobiles.

One young man, through hours of study, has fitted himself to pass an examination as a Cadet Engineer in the United States Coast Guard. Two others, through studying our books on accountancy, have secured good positions in mercantile establishments, while still others are studying Aviation, Marine Engineering and Gas and Oil Engines, so as to be of future service to the Federal Government.

Men who are employed by the Bethlehem Steel Corporation at Sparrows Point have been constant in their use of this depart-

ment, and an official from the Marine Department of that concern told us of having come here to seek the solution of a problem in metal cutting and of having found in our pamphlet collection information which solved his problem; and the new method evolved from the information received here is now in daily use at the plant at Sparrows Point and is saving the Corporation hundreds of dollars over the very expensive process which had formerly been in use there. In addition to this daily saving, an anticipated month of investigating and experimenting, with its attendant expense, was also saved.

Technical books are, as a rule, expensive, and few young men are financially able to purchase for themselves the books which they need. A city which, wisely, makes provision for the help and instruction of the people, through a well supported Scientific Department of the Public Library, draws good returns upon its investment of the tax-payer's money, in skilled mechanics, earners of high wages, founders of happy homes, owners of property, who pay back into the city treasury, in taxes, money which they are able to earn, as a direct result of the wise provision made for their technical education, when their earning capacity was small.

Students from the City College and the Polytechnic Institute have made considerable use of the department, and a class of twenty young women, from a Public Night School spent an evening in a visit to the department. During the summer, both men and women spent considerable time at work in the Reading Room, in connection with courses of study in Summer Schools. Night courses, especially designed to enable employed men to increase their efficiency, are being carried on at the Johns Hopkins University and the Maryland Institute. Many of these students come to us for information, and we cannot meet their demands without considerable augmentation of income.

A considerable number of new books were bought for the department during the year, and very good progress was made toward the completion of the card catalogue, thus materially increasing the efficiency of the department. We expect to have this catalogue completed early in the new year. The list of magazines was increased by a dozen new subscriptions, and we

received forty-five house organs as gifts. A large amount of pamphlet literature, such as manufacturers' catalogues, hand-books, etc., has been collected and filed in cases, where it is easily accessible, and has proven of great use. Lists of selected articles from the current magazines have been prepared from time to time. The fitting up of a Repair Room, on the second floor of the building occupied by the department, will enable clerks to mend books and return them to the shelves much more promptly than formerly.

The use of the room for reference far surpasses its use as a depot for the circulation of books. Most of our patrons wish to have some special problem solved for them, rather than to read through a complete book on any subject. Our collection of books upon rural and agricultural subjects is quite comprehensive, and was very considerably used during the Spring and Summer, in connection with the movement to increase gardening. The pamphlets issued by the United States Department of Agriculture were considerably used. It would be a great advantage if we were able to remove the bound volumes of technical and scientific magazines from the Reference Department to this department. This can be done only with an assignment of additional income. We requested such increase from the Board of Estimates in 1917, and regret that they did not see fit to grant more generous financial support. Without it we cannot possibly measure up to our opportunity of service, or place the only technical collection of books in Baltimore, to which the public has free access, upon the highest plane of efficiency. We cannot afford to fall behind in the work of supplying Baltimore's industrial workers with the technical literature which is necessary for their mental development, nor can we supply this without a considerable increase in the sum of money granted each year to the department.

CHILDREN'S DEPARTMENT.

This department is patronized both by children and also by teachers and parents. It is open daily from 9 A. M. to 6 P. M.,

and contains not only a collection of books but also the current magazines, for the use of young people. New books have been added in some considerable number and especial additions have been made to the collection of fairy tales. Window boxes added to the attractiveness of the rooms. In the early part of the year, a Debating Club for boys, Reading Club for girls, and a Story Hour for little children were carried on. In the Autumn, it did not prove practicable to reorganize the boys' and girls' clubs. The Story Hour was conducted with the co-operation of the Playground Association during July and August and, after a suspension during September, was resumed in October, proving to be as popular as ever. The little children frankly delight in the stories, but it is also amusing to watch the older ones, who only think that stories are for babies, but yet take a long time to select books in the room where stories are being told. Children often bring friends, eager to register, and nearly every section of the City is represented among the card holders. The few books which we have on handicrafts are constantly in demand, and we could use a great many more of them. Animal stories are a source of never-ending joy to the children.

A decided increase was noticed in the circulation of the war stories, those of the Revolutionary War and the War of 1812 being the greatest in demand. In the Summer, the boys eagerly read books upon camping and outdoor sports. An American flag was placed in the room in May, and is saluted every week by the children at the Story Hour, at which time they also take their allegiance to the flag.

"Many children left their cards with us for the Summer, explaining that 'it is too far to walk in hot weather,' or 'I am going to the country,' and in a few cases, because 'I am going to work this Summer.' One little boy, however, handed in the cards of two of his playmates, but announced his intention of keeping his own, because he thinks 'it is a good thing to belong to the "Liberry" for it keeps you from being a bum.' Another proof of the value of the Library was given one day when a small boy who previously had borrowed fairy tales and books of a similar nature asked for The Sunbonnet Babies. This was such an unusual

choice that a few questions were asked, and we learned that his mother cannot read English. Isidor and Ida, aged ten and eight respectively, have taken upon themselves the task of teaching her, and they chose *The Sunbonnet Babies* as their text-book because the words are easy and the pictures interesting. If through the medium of the Library Isidor's mother learns to read, we shall feel amply repaid for our efforts to help him."

An important event was the establishment of a bindery for the joint use of the Scientific and Children's Departments. For a year after the opening of these two departments, the sewing and mending of books was done in the bindery of the Central Library. The bindery work of all departments became very heavy, and to obtain extra help was almost impossible. About the first of October, it was decided to have that branch of the work done here. For a few weeks we used the lunch-room, but as the number of books increased it was found to be too small for the purpose. On the second floor is a bright room which was fitted with shelves, the necessary bindery equipment purchased, and a gas stove installed. The large press, used to reduce the books after they have been sewed, was delayed, and as a result, about one hundred and fifty books accumulated, waiting to be cased. However, the press has arrived at last, so there need be no further delay and we expect to have all bindery work up to date by the first of the year or soon thereafter.

In the year that has just passed, more than five hundred books were catalogued for the Children's Room. Among these were a good many miscellaneous books which the children may borrow on their student's cards. A good reference encyclopedia is perhaps the most valuable addition to our stock, for it has been highly praised by several adult patrons. We are eagerly anticipating the New Year when we expect to be able to purchase more books.

"We have made several Christmas posters and filled the bulletin boards with lists of Christmas stories, poems, etc. Last year, we had a tree which gave the room a festive air, but owing to the increased cost of everything, we decided that anything of the sort this year would mean a useless expenditure of money.

Since last Christmas, several books suitable for the season have been added and are a source of much help to the children and to parents and teachers."

In the work of this department we have tried to bear in mind the fact that we are training patrons for a lifelong use of the Library, so that, when they cease to come to this department, they may continue to draw books from other departments of the Library. Our intent has been to have constantly before us that true and important fact stated by Dr. Arthur E. Bostwick, in *The American Public Library* (page 90) that, "anything that is done for the child, as a child, without explicit recognition of the fact that childhood is temporary and only a preparation for the permanent or adult stage requires very careful scrutiny.

* * * The boy or girl who stumbles on one of the world's masterpieces, without knowing what anyone else thinks or has thought about it, and reading it, admires and loves it, will have that book throughout life, as a peculiar intellectual possession in a way that would have been impossible, if some one had advised reading it and had described it as a masterpiece."

OUTSIDE DELIVERY.

The work of this department is threefold. Books are sent daily to our Branch Libraries, and supplies are also sent through this department. Books are sent in boxes to Schools and other institutions which are registered, and through the mail, books in embossed type are forwarded to blind persons, both in the city and throughout the State of Maryland. When the Public Schools discontinue the use of books, the playgrounds begin their work, and draw books from the Library during the Summer. St. Paul's Reformed Sunday School and the Convent of the Visitation continued the use of the books throughout the whole Summer. The use of books in the rest rooms for the clerks of department stores somewhat increased, and some new Schools registered to draw books. On the other hand, some older patrons gave up the use of the books. In one case, Post Office Station N had a number of new carriers who were

non-readers. The Second Evangelical Church, being a near neighbor of Branch 13, determined to send the children there for books. The work with stores and factories is interesting, and contains some unusual features, for example: a patron engaged in manufacturing requested that books be sent containing good pictures of bees, as they were not satisfied with the bee used as an advertisement on their goods. The department stores request books on interior decoration, draperies, rugs, etc., for the instruction of clerks employed in selling these articles.

BRANCHES IN GENERAL.

There is no more useful feature of the Library than that through which books are distributed to the people of Baltimore from 18 centers in different sections of the City. Although our income is inadequate to enable the Branches to do all that they should, and there are some sections of the city not yet occupied by Branches, we are pleased to find that our work has had such recognition elsewhere, that "The Chairman of the Boston Public Library Trustees asked for a copy of your last report. He is particularly interested in the work of your Branches, as he wants to extend the Boston work in that direction."

The most important new feature of the year was the close and most valuable alliance with the Children's Playground Association, in the conduct of co-called Story Hours, in several of our Branch Libraries. Miss Amelia R. Kennedy, the Supervisor of the Storytelling Department of that Association, gave the following report:

"Through its Storytelling Department, the Children's Playground Association has been enabled, during the past Winter, to make a connection with the Enoch Pratt Library that has been of mutual benefit. This connection was made possible because of the understanding of the power and influence of the story, and of the story hour as the strongest means of inducing children to read good books. By the told story the boy or girl becomes acquainted with the best in literature, often long before he is able to read for himself, so that when the age for membership to

the Library arrives, he eagerly becomes the Library's best patron. And where should this acquaintance be made but in the Library itself?

"To include all children, the stories selected have been of great scope, from the cumulative story of the four year old to the great hero tale and epics for the older child, and of these those alone were used which held simple truths, and were objective in tone. As, for instance, the Norse myths of the creation of the world, and the life and struggles of the Gods and heroes. Then for the older child the great epic of the Nibelungenlied—the much loved hero Siegfried. The Iliad, Odyssey, the Arthurian stories, and the ballads of Robin Hood have been treated much in the same way. Sprinkled between the more serious stories come the old folk and fairy tales, the nature story, and the humorous tale. The story hour for the little children was most effective when separated from the older ones, where the fables, the nursery rhymes and the simple folk tales were told. But always the ages overlap, for what child can resist the charm of 'Cupid and Psyche,' or the humor of 'How the Rhinoceros Got His Skin'? Such an approach to literature, we feel, not only deepens the child's life, but quickens his imagination, and broadens his reading interests.

"In seven of the Branch Libraries these Story Hours have been held, all much alike, adapted to local conditions. At Locust Point an experiment was tried, in connection with the usual Story Hour, of taking the children from the second grades of School No. 76, and, in the Library, telling stories and helping them gain some idea of the joy to be had in their newly acquired art of reading. These children soon grasped the difference between turning the leaves and reading of a book, and even began to read the connected story in the pictures alone. This work was carried on during the school hours, and was accepted as a legitimate part of the school curriculum. At the same time the little people grew acquainted with the Library and found many long-loved friends there. No more inspiring sight could be imagined than to watch fifty or more of these children, just large enough to reach the tables, absorbed in the book before them. There is no

artificial restraint here, for when something particularly interesting is found, all nearby must share in the picture or story. The limited amount of books made this work impractical after several months, and with great regret the work was closed. May we suggest the great need for an increased number of the best picture and easy reading books. This is the child's first introduction to the Library, and it is most important that it be made in the most attractive way, and so make the joining of the Library a natural consequence.

"Branches No. 3, No. 4, and No. 8 were unique because of conditions. In Branches No. 3 and No. 4 the room used for binding was the only one available, and while the space made careful handling of the groups necessary, the interest did not diminish. At Branch No. 8, Walbrook, the conditions are not as easily overcome, as the story must be told in the corner of the Library, which naturally gives to the story a certain restraint that is not desirable. But even here, the call for stories is so urgent that the Story Hour was carried on in the face of all obstacles. The lecture hall of Branches No. 7, No. 9, No. 12, and No. 18 simplified the matter considerably. With the warm weather the Story Hours were closed with the exception of Branches No. 4, No. 7, and No. 8, where a yard made it possible to carry on the work outdoors. Every Branch has its individual problems, for it is but seldom that conditions could be improved, yet it is in the joy of the children that the real results are to be found. The hungry eyes that plead for 'just one more,' the lightening up of the face whose imagination is not yet awakened, and the half sheepish interest of the big boy who tries to pretend he doesn't like stories and yet who sits quite close to the group with an open book, are little touches, but the true test of the influence of the story in the child's life. And the responsiveness extends to the adults as well. It is no unusual sight to see several grown-ups at the Story Hour, and often a parent will bring his child and ask to be allowed to stay and hear the stories. One who follows such a group week by week, needs no further proof of the need of telling stories to our children.

"In order to gain the interest of the Librarians, a series of five lectures were arranged, giving the origin and development of storytelling, and some of the great story sources. Thirteen Librarians responded, and their interest was such as to make the course a pleasure. This has shown of value not only as a source of information, but as a tie of sympathy between Storyteller and Librarian.

"Much of the success of the work is due to the courtesies extended and the spirit of co-operation which was so very evident, making the weekly visits of the storytellers a pleasure. There is still great room for improvement along these lines, and much yet to be done, but with such a spirit the future promises well. With the building of the new Library on Ann street, where conditions are more suited to this type of work, it is hoped that storytelling and children's Library work can be intensified and enlarged, thus making for a larger and happier childhood for the children of our city."

In addition to the Story Hours, conducted by members of the staff of the Playground Association, we have Story Hours at other Branch Libraries, conducted by members of our staff, so that the roll of such gatherings at the Branches is a long one. The whole hour is not devoted entirely to storytelling, part of the time being used to instruct the children how to use the books in the Branches, and in what books they can find the stories which have been told. These story-hour clubs are arranged in three grades, ages 4-8, 9-12, 13-16.

Had we sufficient means to enable us to buy more largely of juvenile books for the Branch Libraries, we could do much more towards conserving the results of the work done with the small children through these Story Hours. In January, the total attendance at these Story Hours was 2,000, and throughout the year, it is safe in saying that between 20,000 and 25,000 children entered the Branch Libraries, in order to be auditors at such meetings.

Each month a prize, amounting to \$5.00, for efficiency or original ideas, is awarded to one of the Branches. The money received as such prizes is expended, with approval of the Librarian,

in the purchase of some article of equipment or adornment for the Branch. The awards during the past year were as follows:

January—Cotton Exhibition, Branch 15.

February—No prize awarded.

March—Bulletin on Spring, Branch 3.

April—Exhibition on Gardening, Branch 7.

May—Branches 15, 16 and 18. Best audiences at lectures, Branch 15.

No books missing in the past year, Branch 16.

Best records at stock-taking, Branch 18.

Branch 8 received honorable mention for stock records.

June—Branches 14 and 17. Best Woman's Club, Branch 14.

Best Boy's Debating Club, Branch 17.

July—Scrap book for small children, Branch 8.

August—Its ground, including flower and vegetable gardens and lawn, Branch 7.

September—Harvest Exhibition, Branch 7.

October—Exhibition on preserving and canning, and books upon the subject, Branch 4.

November—For advertising the Library through the schools, Branch 8.

December—For the Christmas display, Branch 7.

The lecture courses were the most successful we have ever carried on. A detailed statement of the lectures given at each Branch is contained in connection with the report of that Branch. Considering how we have been handicapped in this work, owing to the lack of funds, we may congratulate the people of the City that we have been able to do so much in the way of popular education. The lecturers give their service, and for our recitals, pianos were furnished, without cost, through the kindness of the Knabe Company. It is difficult to arrange a schedule calling for nine lectures a month, during seven months of the year, and we are glad that we have been so successful in this work. Through the kindness of the Great Northern Railway, and the Canadian Pacific Railway, we were able to have stereopticon slides of lectures upon "Glacier National Park," and "Across Canada," which lectures were given by the Librarian.

We are under obligation to the public-spirited friends who have taken part in the lecture courses, and look forward to the time when the appropriation from the City shall enable us to give adequate lecture service to the people. The halls of the Branches are used, not only for the lectures and the reading clubs, but also for such neighborhood organizations as Red Cross Circles and Improvement Associations. The work of the reading clubs is discussed under the Branches in which they meet.

The number of books replaced and condemned at all Branches has been unusually large, owing to the open-shelf system, through which books are now handled that never left the shelves, when we had closed stacks. In the early part of the year, all Branches rearranged their books in the Block System, giving a section to books in any one classification, and placing in an adjoining section books under a different classification. We found that this arrangement contained most of the advantages of the Ribbon System, without the danger of confusing books which were connected with it. Stock-taking was completed in a fortnight less time than in 1916, although a new Branch was added to the number to be examined. The records were found to be in much better condition, and the number of lost books was smaller than last year.

The bulletin boards at the Branch Libraries have been much more attractive and carefully prepared than at any previous time, and show great thought and care on the part of the staff.

It has been a source of deep regret to us that the talks on Saturday mornings to the apprentice class, which proved so profitable in the Spring, had to be given up in the Fall, owing to the small number of applicants for library positions. On account of the same cause, great difficulty was found in securing substitutes, during the Summer furloughs, and in cases of leave of absence, for sickness, etc., during the Autumn.

Like many other consumers of coal, we had some difficulty in getting the needed supply for the Winter, but fortunately, we are able to report that the bins were filled in October and November, so that we expect to have no shortage in fuel. The increased

cost of wood has been a serious matter in supplying libraries with kindling.

In the Autumn, at the convention of the Maryland State Teachers' Association, an address by the Inspector of Branches, upon these parts of the system, called to the attention of teachers the work we are doing and produced a demand for the graded list of books, suitable for boys and girls from the first to the eighth grade, which list was prepared some time ago. During the Summer months, when circulation was low, time was spent in making indexes to such subjects as Poetry, Biography, or Fairy Tales, which indexes are in constant use, and are very helpful, both to the members of the staff and to the patrons at the Branches.

The weekly meetings of the Branch Librarians at the Central Library have continued to be profitable, and have been occasionally diversified by the reading of a paper upon some literary subject by one of these Librarians.

BRANCH NO. 1—FREMONT AVE., NEAR LAFAYETTE SQUARE.

This Branch serves as our training school for apprentices, the number of whom during the past year was 20.

In order to use periodicals as a connecting link with the books on the shelf, a book and a magazine have sometimes been placed together on a table, the magazine being opened at the page displaying an article treating of the author of the book, or the event narrated therein.

"The summer months gave us time, at Branch One, to compile and typewrite a list, which we have wanted long since. We have numbered the sections, in the adult department, and now have a typewritten list of authors, arranged as their works occur in each section. After each author's name, with some exceptions, which we will fill in from time to time, we have placed the nationality, date of birth and death. We have written the names of English authors in red, so as to catch the eye, and it is now an easy matter for any clerk, no matter how inexperienced, to refer to this list and give number of section where the books of certain authors may be found. She can also easily and quickly give infor-

mation as to period when author wrote and whether living or dead. As we get new books and as we hear of an author's death we intend to insert the information."

BRANCH No. 2—HOLLINS ST., NEAR UNION SQUARE.

The circulation of this Branch continues to be as large as any in our system, and the changing character of the population of the neighborhood has not seriously affected the number of books drawn from the building.

"A little incident recently brought to my mind how little we realize that our smallest actions are noticed by those who we fancy are not observant. One of the younger borrowers brings her little sister who has not yet reached the card age. She evidently had been taking more notice than we realized, for the sister told us the other day that when she plays she takes the name and character of one of our staff and plays library!"

During the latter part of the year, books upon the war and upon crochet proved popular.

BRANCH No. 3—LIGHT STREET, NEAR RIVERSIDE PARK.

"The distribution of applications and circulars through the neighborhood the early part of the Winter served as the means of attracting many new patrons to the Branch.

"In a Fall campaign we distributed all the cards left at the Branch during the summer, and thereby expect to create a new interest among the public. But, like other business places, we feel we would like to have some new stock to display, and here wish to emphasize the need of a few more late books, especially those of fiction. Many of our borrowers read as a recreation, and consequently prefer lighter books. We continually lose patrons, who find it is impossible to obtain late publications. Occasionally our borrowers ask if they may use their cards at the Central Library, where they may obtain later publications. With more new books our patrons would be induced to continue borrowing books from this Branch.

"The good news of Story Hour, conducted by the Playground Association, at Branch 3, for the children, seemed to spread through the neighborhood instantly. The result has been that, frequently, we have an attendance of sixty children. The average attendance is forty, and we are confident the children not only enjoy the stories, but have also increased their interest in the Library. They have already been taught how to use the Library, how to replace a book on the shelf, and how to use the card catalogue. Our Storyteller in the Spring was Miss Rose Kohler.

"In the Autumn, the Story Hour Club, conducted by Miss Kennedy, was well attended and enjoyed by all the children. This club meets every Tuesday from 4 to 5 o'clock, with an average attendance of fifty children from the ages of six to twelve years.

"There has been a decided increase in our reference work during the year, and very often it took an extra clerk to attend to the school children alone. Their subjects vary from day to day, and frequently, we have to spend quite a long time searching through our limited amount of reference books for the numerous questions that are asked.

"It is indeed interesting to help the children who come in quest of information, without the slightest idea of the meaning of the subjects assigned them. One day about eighteen or twenty children from the sixth grade came to the Branch to look for information about the people of North America. It occurred to me to question them where North America was and of what countries did it consist. To my amazement, only one child could tell me. The remaining ones were silent, until one little youngster said: 'I suppose it must be Japan, or some of those countries over there.' Another day, a group came to look for prose authors, and when I asked them what a prose author was, not one child knew. Subjects like these are often given the children by their teachers, without the least explanation, leaving the real work to the Librarian. Needless to say, we are only too glad to help the children and feel it a part of our work, but at the same time cannot help but think that more definite information should be given them by their teacher.

"The Great War has caused a large increase in the number of books used in the Reading Room and our bound copies of *Outlook* and *Independent* are very often found invaluable. The magazines retain their old-time popularity, especially with the boys, and more so now that so many interesting articles and pictures are printed on the present war. In several cases the patrons know the day their favorite magazine arrives from the Central Library, and never fail to come promptly to be the first one to read it.

"A number of posters illustrating the various fairy tales, made from the colored pictures taken from the worn books, then mounted on two kinds of colored paper, were sent to us from the head of the bindery department. It is needless to say these add greatly to the attractiveness of the room and are admired continually by the children.

"We are delighted to report that again we were so fortunate as to be awarded the prize for our bulletin board on Spring and Arbor Day, which, to say the least, was decidedly attractive and unique. We purchased a pair of book racks for the miscellaneous books that are displayed on top of the card catalogue. The board was most attractively arranged with pictures of birds, flowers, and gardens, also various lists of books on these subjects. Books of this type, of which we have a generous supply, are in constant demand, especially at this season of the year.

"At another time, the pictures telling of the Red Cross work and their needs, have helped many to realize their country needs their aid, at such a crisis as the present time.

"During the Summer months, when the work was slack, the Branch Librarian examined every book in the Branch, and the old and soiled ones were sent away to be replaced. For a while, our bindery work was heavy, due to the extra amount of worn books found on the shelves at this time. The continual examining of the books by the patrons causes them to need repairing more frequently, yet we see so many advantages the open shelf offers, that we are more than willing to do this extra work, to satisfy the public more thoroughly.

"Having heard that waste paper was scarce, we saved all we had at our Branch and, with the money we received for selling it, we have purchased a beautiful fern and a Norfolk Island Pine. Needless to say, these add much to the attractiveness of our Branch.

"Reviewing the results of the past year, we find our Branch still continues to rank among the first in circulation. Frequently, we have circulated the highest number of books in a week and continue each day to register a number of new patrons. A great many new families have moved in our neighborhood lately, owing to the extra amount of work to be had in this vicinity, due to the war. We regret the fact that so few of our borrowers are among the men of the neighborhood, yet it is interesting to note that over one-half of our borrowers are boys between the ages of ten and fourteen. At present they all seem to be very anxious to read any book pertaining to the war, and search eagerly among the books to find such a book."

BRANCH No. 4—CANTON.

"Since there have been so many appeals to the women to serve their country at war, especially for the conservation of food, we have tried to do our bit by bringing before the women of our community our collection of good books on canning, preserving, and the preparation of foods. Through the medium of the children, we sent out a number of typewritten lists of books on this timely subject, but we thought more satisfactory results would accrue by having our books on display in some more practical sort of way that would incite the curiosity of visiting patrons. Following out this idea, we have on our bulletin board, in chalk, the following: 'STOP! LOOK! LISTEN!' 'A CHANCE FOR EVERY WOMAN TO SERVE HER COUNTRY.' 'LEARN HOW TO FILL JARS IN SUMMER AND HAVE A FULL PANTRY IN WINTER.' Under these we have four bright posters descriptive of the culinary art; arranged on a table directly under the board are two more posters, one with Mr. Hoover's message, 'WHAT I WOULD LIKE WOMEN

TO DO,' together with the message to the women from President Wilson. A pumpkin, two jars of canned string beans and one of beets grown in our Library yard form the centerpiece. Jars of vegetables and fruits in season, grouped with a few books, complete the exhibit. On each side of the table are large ferns in improvised stands. The following notice on typewritten slips is being distributed: 'HAVE YOU EVER BEEN IN BRANCH 4 OF THE ENOCH PRATT FREE LIBRARY, O'DONNELL ST. AND ELLWOOD AVE.? WE HAVE SOMETHING TO INTEREST YOU. COME AND SEE.'"

The prevalent increase of prices in the country is shown by an incident which happened here. One evening after 9 o'clock, a little girl came running into the Branch, as it was closing, saying as she went to the desk: "Please return my book, it is due today. Have fines gone up?"

The success of the Story Hour, conducted by Miss Doris E. Feather, of the Children's Playground Association, is shown by her report of the work in the Spring.

"On Thursday, January 4th, a Story Circle was established at this Branch, and since that time, Thursday has been essentially 'Children's Day.' To the chance visitor, the number of children congregating in the main hall, waiting for 4 o'clock to arrive, would prove an interesting sight. Children of every age and size are there and together we travel in imagination, far away to the realms of fairy land and the caves of giants—or rehearse the adventures of Robin Hood and the gallantries of King Arthur. At our first Story Hour, we had a small gathering of twenty boys and six girls, but since that time, the numbers have increased so largely as to make one meeting impossible—and now the 'Story Hour' is divided into two parts, and even then we cannot always admit all who come. The work is being carried on under the auspices of the Children's Playground Association and meets a long-needed want in the community. One visit is all that is necessary to prove the children's enjoyment and appreciation."

In the Autumn, the Story Hour was renewed with even greater success. At this Branch, as at many others, the frequent vacan-

cies in the Fall caused some difficulty, and, for a time in November, the Branch was without a second assistant. The increased work was loyally and successfully carried on by the other two employees at the Branch.

BRANCH NO. 5—NORTH BROADWAY, NEAR JOHNS HOPKINS
HOSPITAL.

Considerable plumbing work was done at the Branch in the Spring, and shelves put up for children's magazines proved a considerable advantage. Prize money was devoted to the purchase of a couch cover, and rose bushes for the yard. The flowers were particularly attractive during the Summer, but a vegetable garden which was planted did not have the success which we hoped.

A number of changes occurred in the force during the year, somewhat breaking the continuity of the work, but, in spite of this fact, efficient service was given the people of the neighborhood.

"Early in the Summer, we endeavored to do something to help in the Red Cross work. A table was arranged and posters with regard to the Red Cross were put up, also a list of the articles that were requested; the response to our appeal was very good, especially among the young people. We received quite a number of articles, also some money. The janitor sold some old *Sun* papers he had and gave us the money he received for them.

"The reference work has kept us busy, as the things to be looked up have been of every description. Many of those inquiring have not the remotest idea how to use an Encyclopedia, so we hunt the article for them and try to show them how to use the book for themselves.

"During the afternoons, when we have not been busy with the circulation, we have been making index cards for poetry and collected biography. We frequently have requests for poems, when often only the name of the poem, or the first line is known.

"On November 7, 1916, the Longfellow Literary Club of Branch 5 resumed its meetings, a course in American history

being taken up, and twenty minutes of each meeting being given to it. The course started with the discovery of America and finished with the ending of the Civil War. The Club started the 'Sunshine Bank,' and deposits of good deeds, kind words, and kind acts were made therein, the form being the same as a national bank. From January to April, the number deposited was twelve hundred and fifty good deeds, seventeen hundred and fifty-six kind words, and twelve hundred and fifty kind acts. At each meeting, some of the members entertained the club with recitations, readings or stories, and sometimes we played an interesting game; two spelling matches were held. At the last meeting, April 24, after the regular opening, there was a literary programme, consisting of several recitations, readings, and a play. Twenty minutes of each meeting is devoted to the reading of a story. Two of the members were present at every meeting. A Boys' Reading Club and another for girls are conducted here.

"Thursday afternoon is the bright spot of the week to the Little Folks' Club. For then they come to sing songs, recite, play games, talk about nature, and listen to stories. From the time the club was opened in November, until the last meeting in April, there was a good attendance and the little club room was nearly always crowded. During that time, simple studies in birds, flowers, animals, and trees were taken up with the children, and appropriate songs and verses taught. Often a little play helped to bring out the nature lesson. The children at different times were a flower garden, an aviary, a zoo, and a forest, all having verses to recite about whatever they represented. They seemed to enjoy it and played their parts well. Best of all, they love the story time and are never happier than when, in wide wonder, lost in fairy land, they follow the adventures of a beautiful princess with golden hair.

"In the Fall the Story Hour came under the direction of the Playground Association, and has been very successful. We sent a note to the Principal of the school across the street telling her of the Story Hour; as a result of the notice we have had over a hundred children present at nearly every meeting; the lady in charge has been much pleased both with the attendance

and the behavior of the children.

"I wish there was some way by which we could have the new fiction, as we have a number of strangers boarding in our neighborhood, some of them doctors, who are taking an extra course at the Johns Hopkins Medical School. In many cases their wives are with them, and they always want the latest book; I think we need the new fiction more than any other Branch, as we have so many patrons who only care to be entertained.

"The circulation of Bohemian books has revived somewhat among the older people.

"Our registration has been good in the Autumn months, most of it being among the young people; when one boy receives his card he spreads the news among his friends and persuades them that they need a card also. In the evening, some of the young people come to the Reading Room to study their lessons, and others bring their knitting; I think many of them find it warmer there than in their own homes."

BRANCH No. 6—PEABODY HEIGHTS.

At this Branch, as at a number of others, a considerable number of changes were made in the assistants during the year, but we were fortunate to secure acceptable persons at each change. Goucher College and the Johns Hopkins University are rather near this Branch, and consequently a great deal of reference work is done here. The walled garden in the rear of the Library continued to furnish beautiful flowers for the delivery desk during the Summer and Autumn months. The Great War has caused a demand for books treating upon history and travel.

The Girls' Club continued throughout the year, except during the mid-summer months, with good success. In the Spring, Lamb's "Tales from Shakespeare" were read, and the assistant in charge of the club reported that "It is interesting to note the varied atmosphere the different stories create. In a tragedy, silence brooding over all; in a comedy, mirth that almost called for reproof." A change in the director of the club did not cause any waning of interest. The girls bring knitting or sewing and work

while the story is being read. Each week several of the girls study a poem and recite it. They occasionally write compositions. One of the girls asked if we could not have the club oftener than once a week, as it was so long between meetings. A Little Folks' Story Hour is also conducted at the Branch.

BRANCH NO. 7—HAMPDEN AND WOODBERRY.

The lectures given at this Branch were as follows:

"Glacier National Park," Dr. Bernard C. Steiner, January 23.

"Ancient and Modern Message Bearers," J.O. Martin, March 6.

"Universal Military Training in the Schools," Capt. René Edward DeRussy, O. R. C., March 30.

Garden Exhibition and Illustrated Literary Entertainment, April 27.

Harvest Exhibition and Tea, September 27.

"Across Canada," Dr. Bernard C. Steiner, November 20.

"Indians of the Painted Desert," Dr. Nellie V. Mark, December 13.

The attendance at these lectures proved so large that only children who had library cards were admitted. An interesting feature of the work has been the Story Hour, conducted by a member of the staff of the Playground Association. During the Summer months, the meetings were held in the afternoon on the lawn to the east of the Library, while the children sat on the grass.

"In the Spring much time was spent preparing for our Garden exhibition and entertainment. For our exhibit we had two miniature gardens in large wooden trays, each about 5x6 feet, and containing about six inches of good sifted top soil. Our idea was to have everything real, and everything growing, and this we carried out as far as possible. The flower garden was first sown with grass and clover seed just three weeks before the exhibit and it came up so beautifully that we hated to disturb it even to put in paths, shrubbery and flowers, but as we couldn't have a flower garden with only grass, we laid little white crushed marble paths. One led to a little rustic summer house, completely

covered with a pink rambler in full bloom. In the summer house was a little lady seated on a rustic bench. Another path led to a pool where we had gold fish darting among the water plants. Opposite the pool was a bed of pansies in full bloom and at the intersection of the paths was a sun dial. On one side at the back was a tiny bird house near a cedar tree, and the blue-bird was just ready to take a bath in the pool, while a butterfly was about to perch on a rose nearby. All around the garden was a hedge of barberry full of lovely red berries. We were delighted with the result of our flower garden but our thrift garden was our pride, as we planted the seeds and watched and waited with much anxiety for them to come up, and we discovered that there is nothing more interesting than just to watch little plants unfold their tiny leaves and, much to our wonder, just grow and grow. As this was our first experience in raising vegetables, we had to get all our information from our books and they proved to be a wonderful help to us, as we hope they will to our patrons. Down the center of the garden we had a crushed marble path, also on each side near the back so one could easily get to all the parts of the garden without having to step over rows of plants. In rows were planted peas, tomatoes, onions, peppers, cabbage, radishes, lettuce, string beans, corn, and lima beans which were running up little green poles. On either side of the walk were parsley, bergamot, gooseberry and currant bushes. There were also two tiny grape vines which later on were to cover an arbor over the path. At the back were eggplants on one side and a strawberry patch on the other. All around the garden was a little green fence with a red gate and on the gate posts hung two little watering pots, one red and one green.

"Our exhibition opened on the evening of April 28 with an illustrated lecture on 'Gardens,' by Mrs. Adelaide Derringer, Superintendent of the Home Garden Committee of the Civic League, and several very interesting garden stories were told to the adults by Miss Rose Kohler, who has charge of our Children's Story Hour. During the evening and the week following, we gave away five hundred packages of seeds, bulbs and potted

plants. Dreer and Bolgiano donated the seeds and we raised the plants ourselves. Bolgiano had printed for us a list of all our books on gardening, flowers, and poultry. These books were in great demand for some time. Bolgiano also gave us five hundred little flower pots and a bottle of spraying fluid which we used and found excellent. The large number of visitors who came from all parts of the city to see our gardens more than repaid us for the weeks of preparation given to the exhibition."

The flowers in the garden were beautiful during the Summer, and the thrift garden produced a good number of vegetables.

"We began our Fall activities on September 27, by giving a Harvest Exhibition and Tea, as a sequel to the Garden Exhibition which we gave in the Spring. All the residents of Hampden were asked to bring to the Library an exhibit of what they had raised in their thrift gardens and put up in jars during the summer. The result was a miniature county fair. The lecture hall was beautifully decorated with fruit, vegetables and flowers, all of which were products of the home gardens, and many were raised from seeds given out by the Library at our Garden Exhibition. Tempting arrays of fresh and canned vegetables, fruit, jellies and preserves were arranged on tables. One table was reserved for books on canning and preserving which could be obtained from the Library. On the first afternoon of the exhibit, tea was served to all visitors. Prizes were awarded to Mrs. Harry Klein for the best exhibit of canned things, and to Mr. John Miller for the best thrift garden exhibition."

BRANCH No. 8—WALBROOK.

The building still lacks the additional accommodations needed. Application was again made to the Board of Estimates for an appropriation of five thousand dollars for the enlargement of the building, but the desired appropriation was not granted.

The installation of electric lights has been a great improvement and new chairs have added to the comfort of patrons. A new furnace was installed at the Branch in the Fall.

"The greater part of our work is among the children. Many of them were attracted to the Library through the 'Story Hour,' and, after reading lists and seeing posters advertising children's books, asked if they might have cards.

"The 'Story Hour,' conducted by a lady from the Playground Association, continues to be popular. At times, we are taxed to our utmost capacity. After using all the available chairs in the Library, we had to seat the children on the tables, and at last on the floor. Sixty-nine has been the largest number present at any one meeting, and seventeen the lowest. The hour is taken up in telling three stories. Usually, two fairy tales and one animal story form the desired selection. The interest of the children is marked by their attention and good behavior.

"Special attention has been given our bulletin work in the juvenile room, our aim being to co-operate with the Story Hour by having suitable lists with illustrations. As the cardinal, robin, and bluebird are again in our midst, we have prepared a suitable bulletin on birds. A real oriole and wren's nests are among our collections.

"The names of the teachers of the classes in the Walbrook School were secured; and a letter was sent to each, calling attention to the Library's activities.

"Cards announcing the Story Hour were enclosed and many new faces were seen at the next meeting. By means of this, the circulation among the children has been considerably increased. They are using the books very much more freely, and show a marked mental development.

"During the Summer, our books showed a large increase in the circulation over the corresponding time of last year. In the juvenile fiction alone, we averaged one hundred more books to the month. This we can partially attribute to the 'Story Hour.' Through this a greater interest has been aroused in reading of all kinds, and we feel, with our comparatively small number of juvenile books, and with the limited supply of new ones, we are indeed doing well to supply the demand. The 'Story Hour' was discontinued until the first Wednesday in November, when it was resumed with good success.

"Branch No. 8 was fortunate in receiving two prizes. One was given for a Little Folks' Scrap Book. We keep a supply of pictures on hand, which we gather from various sources to use in poster work; and from which we supplied our book. Many of them having no titles, we used nursery rhymes, children's poetry and finally resorted to original verse. Our intention was not to make it an artistic masterpiece, but just a book of 'good times,' to be used by the little tots who are too young to read. With part of our prize money, we purchased an American flag. It has been placed on the building, just over the entrance, and as every one says, 'looks just beautiful up there, waving in the sunshine.'

"With the rest of the prize money and an additional dollar received through the sale of some old magazines, we purchased four busts, as follows: Shakespeare, Chopin, Diana, and Apollo. They are an ornament to the building.

"A Navy League Knitting Class which met here on Mondays during the Summer has consolidated with one held at a nearby church. But even during the short time which it met here, we had thirty-four articles to turn over to the League.

"In looking back over the past year, we cannot help but see how important and necessary a Public Library really is. Not that we are satisfied with results, we never are entirely so, for as we increase in usefulness our standard is automatically raised; thus making us strive to reach a higher degree of efficiency with every new effort. The children from the Walbrook School form a large percentage of our visitors, and are not always easy to please. They depend on us for most, if not all of their reference work, and sometimes we are taxed to our utmost to supply them. For example; when a whole class comes for an encyclopedia account of a given subject, it is very easy to see just how we are handicapped, by not having more reference books and newer ones.

"A poster was prepared and sent to the Walbrook Public School in the Fall, containing selected lists of books on subjects suitable for children from the first to the eighth grades. At the top of the poster was a beautifully colored picture, 'The Eve of Discovery,' and grouped around the lists were miniature pictures

of poets, statesmen, naturalists and historians. Here and there were butterflies and birds, altogether making an attractive and useful poster. The Principal of the school hung it in a conspicuous place, so it could be used by teachers and scholars alike. We have received a note from one of the teachers asking for about forty applications for members of her class.

"Our new war books have been much appreciated and constantly in demand. It is rather amusing to note the expressions of surprise and delight when our patrons are told we have such modern books as 'The First Hundred Thousand' and 'My Four Years in Germany.' "

BRANCH NO. 9—LOCUST POINT.

The following lectures were given at this Branch during the year:

"Glacier National Park," Dr. Bernard C. Steiner, January 16.

"Ancient and Modern Message Bearers," J.O.Martin, March 9.

Illustrated Readings by the Bentztown Bard (Folger McKinsey), April 2.

"Universal Physical and Military Training in the Schools," W. Lester Baldwin, April 2.

"Across Canada," Dr. Bernard C. Steiner, November 23.

"Evangeline: The Tale of Arcadia," Rev. Edward Niles, December 10.

"We often wish the adults were as eager to attend the lectures as the children. For more than an hour before the hall is opened, the children flock in the reading-room and we often find they disturb those who want to read and have to send them out; then, in a little while, we have to go out after them; for 'Satan always finds some mischief for idle hands to do' and the position of our stairway, at the entrance of our building, affords them quite a nice place on which to play.

"It was seven years in October since our Branch was opened to the public. In this time, we have had a number of patrons; but many have left this vicinity and many of the boys and girls have grown up and do not use the Library at all. It is a pity

that so many of the grown people have the idea that a library is for children only; so it is up to us to try and show these people that they are very wrong. On the other hand, we have a number of patrons who joined the Library when young and have used it faithfully, and, I know, been benefited by it. It is quite interesting to watch some of the boys and girls leave the young people's room and wander on the other side, where sometimes they will find a book to satisfy them and, then again, after searching for quite a while, they will wander back and take a child's story. Often a child will pick out a book which we know he would not read, and when given one suitable, he will take it and after reading it, will come back quite pleased and ask for another 'just like that one.'

"When the war between the United States and Germany was declared, we lost a number of patrons who not only read books in the German language but English also. Our Branch being in the restricted zone, we were afraid we would lose more of our German patrons on account of the families having to move out of the zone; but so far we have lost only one patron. It was quite amusing to have several of our patrons express their surprise at our Branch still circulating German books at this time. We have added other foreign patrons to our list. We have one who reads books in the Dutch language. Another foreign patron is a Russian woman, who had to bring a neighbor to be her interpreter. Recently we had a young German girl who could speak four languages. She had been in America only three years, but could speak English very well. The Locust Point Social Settlement, in the Spring, gave a lecture in our hall on 'How to Become a Citizen.' Quite a number of foreigners attended, and asked many questions. If all the patrons who drew books written in a foreign language would continue reading, we would have quite a large circulation of foreign books alone, but it seems that many of these people only stay in this vicinity for a short time. Having heard a new company of soldiers was stationed at Fort McHenry, we took a sign down there announcing the Library in this vicinity and giving our hours, but as yet we have had no re-

sults, although we have a few patrons from the Coast Guard who are stationed around the water-front.

"Our Story Hour, which meets on Wednesday afternoons, is very popular among the older girls and boys, as well as the smaller children. The Story Hour was discontinued during the Summer months. It has been found helpful in bringing the boys and girls to use the Library more and more. By selling waste paper and old magazines, enough money was secured to buy plants for the window boxes. A new wire fence and a hedge were placed about the lawn in the Spring, which improved the appearance of the grounds and served as a protection to the lawn."

STATION NO. 10—CORNER GAY AND MOTT STREETS.

"Our greatest cry is more room. Is there a section of the City where a Branch is more needed than in Old Town?" The shelves in the little room, occupied by the Station, are filled with books, so there is no more room, and the space is not sufficient for readers. Grown people do not care to use a room which is so crowded with children. Very small children frequently ask for cards, so that, not being sure they can use it properly, we have them read a paragraph from a book or magazine, as a test. The parents of the children using the Station often appreciate the work with their children, thus the mother of one of our young patrons said: "My son has improved very much in his studies, and sits at the head of his class, since he has been drawing books from the Library." Screens at the windows and doors made the room more comfortable in Summer. There were several changes in the assistants at the Station, yet the work progressed satisfactorily. Each new assistant means an attempt, by the children, to test the ability of "the new teacher" to control them. During the time when the public schools are in session, some parents will not allow their children to read books from the Library. A new light was installed in the room, in the later part of the year, which has improved conditions a good deal. Reference work is considerable, mostly with grammar school scholars. "At times we must al-

most do the work ourselves. Although our few reference books have been explained to the children, still they don't always understand or remember." A large number of volumes sent to the Station as Replacements, in the later part of the year, were very much appreciated by the children. Although only new copies of books formerly in the Station, to the many children who have not read them, they are truly new books.

STATION NO. 11—1123 EAST BALTIMORE STREET, NEAR
AISQUITH STREET.

The Ordinance of Estimates of 1917 contained an appropriation for the site for this Station, that its work may be enlarged into that of a Branch Library. We welcomed this grant with joy, although the amount was less than we had hoped. Securing the services of Mr. Herman Scherr, we made a careful investigation of the neighborhood, as a result of which, negotiations were entered into for the purchase of property upon South Central Avenue. Through the admirable skill and perseverance of our agent, the appropriation was made to cover the purchase of properties numbered 6, 8, 10, 12, and 14 South Central Avenue, which properties were finally deeded to the City upon December 28. They form a lot extending 70 feet, 3 inches on Central Avenue, and 70 feet, 8¼ inches upon Watson Street, and running back to an alley, thus having light on all sides but the north. We consider ourselves very fortunate in acquiring a lot of sufficient dimensions at a corner of two streets, facing upon a wide avenue and being in the immediate vicinity of Baltimore Street. After the site was transferred to the City, the firm of Archer & Allen was employed to serve as architects for the building, and preliminary plans drawn by them were adopted by the Building Committee. It is hoped that the detailed plans and specifications will be ready to submit to builders early in the new year, and that the building may be completed and ready for use in the beginning of 1919. The Station was opened in 1904 and will have completed nearly 15 years of work, when its activity is transferred into the new structure. The patronage of the Station has always been

large and we anticipate a very extended use of the building in this section of the city, so largely inhabited by people of foreign birth and language, where the possibilities for influence are very great.

In the present quarters we have received good care from our landlord, and a trellis in the rear of the building has added to the pleasantness of our rooms.

We have added a few Yiddish books and regret that we have not been able to give a larger number of books in that literature. Our relation with the Public Schools continues a close one, and some classes collectively have made visits to the Station. Although there have been more changes than usual in the personnel of the Staff during the year, yet the work has not suffered severely, and we have been able to place efficient assistants in the work.

BRANCH NO. 12—BARRE STREET, MT. CLARE.

The lectures at this Branch have been:

"Arcadia: The Land of Evangeline," Rev. DeWitt M. Benham, January 25.

"The History of the English Bible," Rev. John William Smith, February 26.

"Universal Military Training and Service," Captain Wethered Barroll, March 22.

"Across Canada," Dr. Bernard C. Steiner, November 19.

"The Bible in the Battle Line," Rev. James H. Hyatt, December 14.

Due to the kindness of a former club boy, attractive posters illustrating the different lectures have been placed at the Branch from time to time.

Owing to the difficulty of obtaining suitable persons for the Library Staff, and the small circulation at this Branch, the post of Second Assistant was left vacant in the Fall.

There have been four Clubs at the Branch. The Senate Debating Club, composed of boys from the ages of 14 to 16 years, met on Wednesday evenings, to hold debates. The Club for

girls in the seventh and eighth grades enthusiastically studied the lives of famous women. The Story Hour for little folks on Saturday was quite popular, and a second Story Hour, for boys and girls from the fourth to eighth grades was conducted by Miss Kennedy of the Playground Association in the Spring, and by Miss Rose Kohler in the Autumn. The first meeting of the Autumn for this club saw an attendance of 27 boys and girls. A notice was then sent to all the schools in the neighborhood, asking that the Story Hour be announced, and the following week 124 boys and girls were present. The numbers continue good, and the work is very encouraging.

We had quite a celebration at Branch 12, the 4th of July. The Southwest Baltimore Improvement Association presented the Branch with a very beautiful flag. We had quite a large audience and several brass bands to add to the spirit of the occasion. The singing was excellent. Mr. M. John Serbe, President of the Association, presented the flag with a very appropriate speech. It was accepted by the Branch Librarian. State's Attorney Wm. Broening was the speaker of the occasion and his speech, which was bright and strictly upon the war in which our country is now engaged, was greatly enjoyed by all.

A very interesting and instructive bulletin board was made on the subject of cotton. Real cotton-blossoms, a miniature cotton-bale with splendid views in all stages of cotton were put upon the board, also a large hand-painted poster on the subject headed the list.

The laying of smooth pavements and streets around the Branch has been a decided improvement. Our books on the war have been in great demand, and the addition of some Indian stories to the Branch pleased the boys. The circulation increased considerably during the latter part of the year.

"During the cold weather, our reading rooms are crowded in the evenings. The children patronize us faithfully, and it is not unusual for them to tell us they have no fire at home and their mother told them to go to the Library and read."

BRANCH No. 13—LINWOOD AVENUE, NEAR PATTERSON PARK.

The following lectures were given at this Branch during the year :

"Ancient and Modern Message Bearers," J. O. Martin, January 30.

"The History of the English Bible," Rev. John William Smith, February 27.

"The Fisheries of the Chesapeake Bay," Swepson Earle, March 26.

"Universal Physical and Military Training in the Schools," W. Lester Baldwin, April 24.

"The Crescent Against the Cross," Rev. Edward Niles, November 16.

"Across Canada," Dr. Bernard C. Steiner, December 3.

"I think we all are puzzled sometimes to know what inducement to offer that has not been offered before to attract and interest the children in our Branch neighborhoods in worth-while reading. We have no trouble whatever in aiding them to select fairy tales or some equally light matter, and it is deplorable to note the vast number of girls and boys who delight in just such reading, even while they are in the higher grades of the Grammar Schools. There are exceptions, however, to this as to every rule and, only the other day, I was talking to a boy of thirteen who reads Thackeray, Dickens, and Scott with seeming enjoyment. 'I don't like fairy tales,' he said, 'because they aren't true and they all are so much alike. I like books on the order of "Through England with Tennyson." I just finished Huckel's translation of Wagner's "Lohengrin;" some day I shall read it in German. I want to read and learn things worth while, like my mother. I knew a boy who learned to make a violin, a real good one, too, from a book in the Library. Do you think I could learn to make a canoe from a book here?' I showed him books we had on such things and he seems to be quite satisfied that, if others have accomplished such things from books, there is no reason why he cannot do the same.

"To the end that all girls and boys will become interested in 'Things Worth While,' I have for the past several months, week by week, posted what the children term 'games;' but what, in reality, are no other than memory tests, or suggestions for seeking information on all topics. Questions of all kinds are put on the list, including biography, literature, inventors and inventions, etc., and there are always at least ten questions. The name of the girl or boy answering all correctly is placed on the Honor Roll and, when the name appears on five consecutive Honor Rolls, it is put on the first rung of the Ladder of Progress. At the completion of the second five, it is moved to the second and so on up to the last or fifth rung. Several teachers have remarked that the children who are interested in this particular work are so much better informed than the others. One of the fifth grade teachers told her class last week that she was going to tell them a story about the only woman who is represented in the Hall of Fame in the Capitol. Before she had concluded, one of our Ladder of Progress devotees exclaimed: 'I know all about Miss Willard, teacher, I had to answer that over at the Library a month ago.'

"The number of visitors to our Branch far surpassed the number of books circulated, but this only proves that there are many persons who appreciate the value of a Library in their midst but for lack of time or some other plausible reason do not become regular patrons.

"Our three Clubs—Little Folks,' Girls,' and Boys'—are progressing nicely, each having a good attendance and a course of work prepared which interests all concerned. Of course there are very good reasons for some of the Branches receiving help from the Playground Association, but we cannot but feel a little proud of the fact that our Branch has not had to call upon outside aid in order to assist along these lines. We find it rather hard to have our Club work in readiness from one meeting to another, for our circulation is not small and our reference work is always heavy, but we do the very best we can and our efforts are appreciated by the children."

A barberry hedge was placed around the Branch during the year.

"Our Branch has been most successful with Red Cross Work. After I received posters from the Headquarters, I attached a little note to each requesting that donations of all kinds, especially for the Comfort Kits, be brought to Branch 13. Little tots, older boys and girls and grown folks alike became instantly interested and brought in spools of cotton, gauze bandages, soap, etc., all inexpensive, but most necessary to the soldier. One of our younger girls made twenty-nine comfort bags and another twenty needle cases. When our first lot of contributions went to Headquarters, there were more than two hundred and eighty articles from our patrons. Then our people turned their attention to reading matter and during the last week of August, an automobile was necessary to carry the stacks of magazines and books that were collected."

BRANCH No. 14—FOREST PARK.

The following lectures were delivered at this Branch:

"The Poetry of Romance," Chilton L. Powell, January 26.

Musical and Literary Entertainment, Miss Jane Elizabeth Williams, Miss Mildred Albert, Mr. J. Lewis Moneyway, Miss Katharine R. Judge, Miss Adele Meade, Mr. Clarence R. Tucker, Miss Lillian Causey, Mrs. J. M. Fisher, Mr. Harold Tschudi, Mr. Charles Kiehne, February 10.

Public Debate, March 30.

"Universal Physical and Military Training in the Schools," W. Lester Baldwin, April 27.

"Across Canada," Dr. Bernard C. Steiner, November 27.

"How the Japanese Live," Professor K. Morimoto, December 4.

A piano recital by students under Miss Christina Neugebauer was given at this Branch on June 19.

The Woman's Club held its final meeting for the Spring on May 30, giving a Literary Tea, to which the Woman's Club of Forest Park were invited as a body. Dr. Chilton H. Powell of

the Johns Hopkins University addressed the gathering upon "The Poetry of Romance." A musical programme was rendered and light refreshments were served. In the Autumn, this Club resumed its work. An interesting account of the work of the Club by the Branch Librarian, appeared in the November number of the *Library Journal*. It is extremely pleasant to have such a Club in one of our Branch Libraries, and to have it conducted by one who can describe its work in so agreeable a manner. The Boys' Debating Club has been conducted except during the Summer months, and the Children's Story Hour, which listened to some of the Arthurian Legends in the Spring, and concluded its session in June, with a picnic on the shores of Lake Ashburton, resumed its work in the Fall, with an average attendance of from 35 to 40 children. In the Forest Park news columns of one of the evening papers, interesting bits of information regarding the work of the Branch appeared from time to time.

The Woman's Club of Forest Park and the Forest Park Red Cross Circle are holding meetings in the lecture hall in the afternoons, and the Forest Park Improvement Association is meeting there at night.

Especial attention was paid to the yard in the Summer, and by beds of flowers, the lot was rendered more attractive.

BRANCH No. 15—HOMESTEAD.

The following lectures were given at this Branch during the year :

"Maryland Troops on the Border," by J. W. Scott, January 30.

"Cuba and Porto Rico," by Rev. Edward Niles, February 13.

"Ancient and Modern Message Bearers," by J. O. Martin, March 26.

"Universal Physical and Military Training in the Schools," by W. Lester Baldwin, April 30.

"Patriotic Entertainment," Community Talent, June 1.

"The Crescent Against the Cross," by Rev. Edward Niles, November 26.

"Across Canada," by Dr. Bernard C. Steiner, December 7.

A number of new houses were erected in the neighborhood of this Branch, so that the circulation has increased, and circulars advertising the Library, distributed among the new residents of the district, have aided in this increase. Early in June, an entertainment was given, at which a collection was taken, so that we might procure a flag to fly from our building. The programme was good, and the offering amounted to over \$15.00, with which we were able to buy two United States flags, and also a couple of silk flags of the Allies. The exhibition in our museum still holds interest. Each new child who comes to the Library is taken to the cabinets, and their contents are explained. An exhibit, showing the processes in the growth and manufacture of cotton, given by one of our patrons, has excited considerable interest.

Many improvements were made during the year. The City laid a pavement in the alley at the rear of the building; gates were placed at each end of the narrow passage between our building and the property adjoining on the west; a drainer was installed in the cellar; the basement was replastered and repainted, so that now it is much more attractive; stronger electric bulbs have been put in the Reading Room, and gas logs for the fireplace were bought with prize money. These logs are useful in making the building comfortable in the Spring and Fall, when there is no furnace fire. A Red Cross unit of ladies holds regular meetings at the Library. The Little Folks' Club has been quite successful. In addition to doing the work of the Branch, the members of the staff have assisted Branch 18, by making fly-leaves for their bindery work, and by addressing envelopes for sending out circulars from the Central Library.

BRANCH No. 16—KEYWORTH AVENUE, NEAR PARKS HEIGHTS AVENUE, PIMLICO.

The following lectures were given at this Branch:

Illustrated Readings by the Bentztown Bard (Folger McKinsey), January 29.

"The History of the English Bible," Rev. John William Smith, March 1.

"Maryland Troops on the Border," J. W. Scott, March 29.

"Indian Handicraft and Its Makers," Dr. Nellie V. Mark, April 20.

Musical and Literary Entertainment, Miss Helen Horner, Mr. Lafayette Horner, Mrs. A. D. Unger, Mrs. C. A. Chickering, Miss C. Esther Montague, Mr. Harry C. Williams, Mr. Walter N. Linthicum, Miss Helen Brown, April 30.

"Across Canada," Dr. Bernard C. Steiner, November 30.

"How the Japanese Live," Prof. K. Morimoto, December 11.

In the Spring the Librarian resigned to be married, after having given several years of faithful service in the Library. Her assistant, who was appointed to succeed her, has filled the position with faithfulness and efficiency. She has continued her assistance to the Franklin High School at Reisterstown, whose Library she catalogued, and, during the Summer, also catalogued Library containing about 300 books in the Library of the Pleasant Hill School at Owings Mills. Great difficulty was found in securing a janitor at this Branch during the Summer months, and, for a number of weeks, the Branch was without such services, while the members of the staff did their best to keep the building clean. In March, the basement was flooded because of the alley drain being filled with sediment from the drains above the Library. The City authorities remedied this condition, but the drainage will not be completely satisfactory until the alley beside the Library shall have been paved.

A hedge was planted around the front of the Library, adding very much to the attractiveness of the building. The shrubbery and rose bushes upon the lawn grew nicely. The Civic League, through Mrs. Frederick W. Wood, gave flowers for the window boxes, as they have been doing for several years. The flowers bloomed beautifully until the hot weather in July killed them.

"A beautiful elk head was loaned to us through the courtesy of Mr. Thomas Bradfield, one of our patrons. The head adds greatly to the attractiveness of the Branch, and has been much admired.

"We were awarded the prize for stock-taking last Fall, not having lost a book during the year, and used the money to buy some pictures for our club room. We also bought pictures of Sir Galahad and the interior of the Rheims Cathedral.

"The cry for new fiction is still going on, but we have remedied this to a certain extent by sending for selections from the Central Library on Wednesday. The children watch eagerly for the janitor on that day, and swarm to the desk when he comes in. The new books sent us are very much in demand.

"Our table on nature study and gardening attracted much attention, and the circulation of the books on those subjects increased somewhat over last year. The children of School 59 cultivated a plot of ground near the Library, and the little gardeners came to us for points on their work, very often running into the Reading Room for a few minutes to consult the books on gardening.

"The Keyworth Debating Club is still in a flourishing condition. There are twenty members. The boys are interested in their weekly debates, and are of great assistance in distributing tickets for the lectures and acting as ushers at them. The increasing attendance at these lectures is largely due to the fact that the boys cover the whole community in distributing the tickets, going from door to door. The debating team held a debate at Branch 17 in January, the subject being, 'Resolved, That the United States Should Have Compulsory Military Training.' They were defeated, but this did not discourage them. We have been skating and sledding quite often this Winter, going to Druid Hill Park after the meetings on Friday evenings, usually accompanied by older boys and girls from the neighborhood. The boys organized a baseball team for the Summer, using the Library as a depository for their outfits, and, in this way, enabling me to keep in touch with them during the entire year. The girls' club disbanded in the Spring, after a successful season, and resumed its sessions in the Fall.

"The members of the Keyworth Debating Club entertained the girls of the Red Cross Club at a delightful Hallowe'en party. They played games and had real Hallowe'en refreshments. Miss

Kennedy, of the Children's Playground Association, told thrilling ghost stories.

"The club had two marshmallow roasts, and a delightful hike since the Fall season started. There are ten girls in the Red Cross Club, and they knit while someone reads to them. They have finished several pairs of wristlets for the soldiers. The Children's Story Hour, under the direction of Miss Schamberger, of the Children's Playground Association, is a great success. There were sixty-two children present at the first meeting, and since then the attendance has more than doubled. The youngsters come in the Branch as soon as school is over and read until 4.30, when the Story Hour starts. Miss Schamberger has found it necessary to divide the club into two parts, one for the older children and the other for the younger ones. Some of the children insist on staying to hear both stories."

**BRANCH No. 17 — NORTH AVENUE, NEAR SMALLWOOD STREET,
EASTERWOOD.**

The following lectures were given at this Branch:

"Glacier National Park," by Dr. Bernard C. Steiner, February 2.

"The Curious and Odd Things About Music and Musical Instruments," by Mr. C. H. Eisenbrandt, March 6.

"Universal Military Training in the Schools," by Capt. René Edward DeRussy, O. R. C., March 27.

"Indian Handicraft and Its Makers," by Dr. Nellie V. Mark, April 27.

"Historic France," by Miss Christianna Bond, November 13.

"Across Canada," by Dr. Bernard C. Steiner, December 11.

School No. 62, Walbrook Avenue and Smallwood Street, was so crowded in the Spring that permission was given the School Board to use our hall as a school room, for several months, for first grade students. The Easterwood Neighborhood Association continued to use the hall two evenings a month, and presented the Branch with an American flag, which we were much pleased to get, as a token of the Association's appreciation, as well as an evidence of our patriotism. A small portion of the back lot was used

as a vegetable garden with good success. The grass has grown well there, and the lot now looks quite attractive. The reference work is heavy during school months. On many evenings every table in the room is filled with boys and girls, taking notes from reference books.

We have quite a number of beautiful posters, several of Winter scenes, one done in crayon by one of the boys. It represents Santa coming into a room with a bag of toys on his back and two little children sitting on stools by the fireside waiting for him, but Santa is so long coming they have fallen asleep. Also have a food poster and a ladder of pictures of well-known authors; each author's picture is placed on a lecture ticket of different color with three titles of books they have written. This ladder attracts the young as well as the old. One lady remarked that she "enjoyed a book more after seeing the author's picture." The ladder only holds sixteen pictures; these are kept on a few weeks, then removed and others put up.

During the Summer the circulation declined, largely owing to the war. Few young men came into the Library, and a number of ladies returned books with the remark, "I cannot read now, as my son (or husband) is going to war, and we are getting him ready." In the Autumn, however, the circulation again increased. The shelves are already filled with books and we shall soon need more shelving at the Branch. The clubs have been successful during the year. The boys' debating club, known as the Hawthorne Literary Society, won a debate over the Keyworth Society, of Branch 16, on January 24, and won a second time, in debating with the Garrison Society, of Branch 14, on March 30. The subjects of these debates were: Compulsory Military Training in the United States, and Municipal Ownership of Street Railways. The club disbanded at the end of April, and reorganized in the Fall with a smaller membership, but as there are some good debaters, they hope to give a public debate in February. The Girls' Reading Club had twenty members on its roll in the spring, closing its sessions at the end of May. A short story or poem was generally read, and sometimes a composition was written on the story to which they had listened. They also wrote compositions

on "What the Club Means to Me." One of the girls said that, formerly, she had never liked to read and had never finished more than three books, but since she had joined the club, she had become very fond of reading. In the Autumn the Girls' Club resumed its meetings. The membership is small as yet, but great interest is shown. A successful Children's Story Hour, with an attendance numbering from 40 to 60, has also been carried on. These clubs not only help the children, but also the Library and its staff, drawing closer to the children and also to their parents. Often a boy or girl will come to the Library with his father or mother, and, in this way, better acquaintance is gained with the public, and persons are induced to fill out an application for the use of the Library.

BRANCH No. 18—DARLEY AND CLIFTON PARKS.

The following lectures were given at this Branch:

"Romance of the Telephone," J. O. Martin, January 29.

"The History of the English Bible," Rev. John William Smith, March 2.

"Indians of the Painted Desert," Dr. Nellie V. Mark, March 23.

"Universal Physical and Military Training in the Schools," W. Lester Baldwin, April 19.

"Yellowstone National Park," Major Joseph W. Shirley, November 15.

"Across Canada," Dr. Bernard C. Steiner, December 14.

The surroundings of this Branch have been much improved by the paving of Wolfe and Twentieth Streets during the Summer and Autumn, making access to the Library easier. This section of the City is rapidly growing and we may expect a largely increased circulation in the next few years. A large amount of bindery work was done in the early part of the year, as many of the books upon the shelves needed to be resewn. The frequent change in assistants was a detriment to the work. From September 1 to December 15—a period of three and a half months—six different persons were on the Branch staff. In spite of that, the work has gone on well, under the competent direction of the custodian.

"In the Summer, the circulation naturally was not as large as when we opened. The call of the great outside world, 'Everyman's Library,' is so alluring, and the children spend their afternoons in the field in front of us, or in the playground, a block away. There was added attraction in the large steam roller, which dug away our hill and opened up the way to North Avenue.

"The Eastern High School girls have come for much reference work. This has been a great pleasure, especially supplementary English work. A number of first year girls came in for poems and stories, which they had to read in connection with the study of 'The Vision of Sir Launfal.' We could not possibly supply the demand for all the books to all of the girls; so, in order that they might have a fair chance to use all of the books, we put a copy of each on our desk, allowing the girls to use them for reference work here, but not to take them out on their cards. I sent a notice to the English teacher, asking her to announce this to the class, and a large number of girls did their work here.

"We have been loaned an old flag, containing thirty-eight stars. This we have suspended across the arch in the rear of our main room, directly under the portrait of Mr. Pratt.

"One club was carried on in the early part of the year, but in the Autumn four clubs were conducted in the building—two by the Playground Association and two by the Library force.

"With the exception of Monday afternoons, when the story hour is held, we have practically no trouble maintaining order among the children. They seem at last to understand that the Library is a place for reading, where quiet must be had. On Monday afternoons the crowd of small children is great, and it is almost impossible to have quiet. At half-past three the school closes, and directly from there the children come to the Library. The story hour is not until four o'clock, and in the intervening time, the children amuse themselves by looking at the pictures in the magazines and books on the juvenile shelves. We are trying a scheme, by which we can have order and quiet, when the children are going downstairs, instead of the wild rush which usually ensues when the gate is opened and they are allowed to go below. The clerk who is in charge of the desk on Monday afternoons, a little

before four, makes the children stand in line; the boys on one side of the aisle, the girls on the other. At four the girls are allowed to go downstairs and occupy one side of the lecture hall; then the boys go down and file to the other side.

"Miss Schamberger, the young lady from the Playground Association, who is in charge of the story hour, had, at first, the younger children in the small club-room, but the number became so great that she now has their story hour, as well as that of the larger boys and girls, in the lecture hall. The smaller children come at four o'clock, the older ones at four-thirty. The number of children at the last story hour in the Spring was 264. The average attendance is over a hundred.

"The Branch Librarian has a club for boys on Thursday afternoons. At this club, we have read stories and poems from the Red Cross magazines, and at present are going 'Over the Top' with Empey and enjoying it, we believe, more than he and his mates enjoyed the reality. A ladies' club, the Clifton Playground Auxiliary, has its meetings on Thursday evenings. At this time, the ladies knit for the Red Cross. On Friday afternoons, there is a club for girls, conducted by the first assistant.

"In our spare moments, we are making a poetry index. The work is progressing slowly, but we feel sure that, when finished, this will be a great help to us. Owing to the proximity of the Eastern High School and School No. 99, we have frequent calls for poems, the location of which will be much more easily ascertained, when we have a complete index.

"We have recently been given a blackboard, and on this, at the present time, we have a Christmas picture. It is called 'Hunting Santa.' Several children, in colored nightclothes, are climbing the garret stairs. The one at the head of the procession holds a lighted candle. In a corner of the hall, from which the stairs lead upwards, is a clock with the hands pointing to twenty minutes of twelve. On the other side of the board are the objects of their hunt, 'Santa and his Reindeer.' This side we expect to exhibit during Christmas week. The board is too small for us to put thereon the numbers of any Christmas books. A list of these we

have on our bulletin board, which is also decorated with Christmas pictures.

"May I make a plea for children's books? The call is so urgent and the field so profitable, that it makes one wish that the heads of the City would realize what a vast amount of good is here done for the 'future citizens of Baltimore,' and that they would appropriate a sufficient sum, so that we might buy many children's books. As the figures in the table for the circulation of books to the Branches through the outside delivery will show, we draw a large number of books therefrom. It will truly be a happy time, however, when the shelves in the juvenile department shall be filled with our own books."

BRANCH NO. 19—606 AND 608 SOUTH ANN ST., FELL'S POINT.

In the early part of the year the Children's Playground Association and Mr. William H. Grafflin offered to give the lots 606 and 608 South Ann Street, to the City, in trust for Library purposes, that there might be erected thereon, a Branch of this institution. For over 20 years, we had sought a site upon Fell's Point, and the people of this locality, among whom the late Adam Schnell was especially active, had long asked our help. The Trustees voted to accept the site, which was deeded by the donors to the City on April 17. Mr. William H. Grafflin, one of the givers, died a few months later and we regret that he will not see the building to be erected upon the site generously given. The Board of Trustees selected the firm of Ellicott & Emmart as architects, and they presented preliminary plans, which were approved. The specifications and detailed plans were then prepared, and it is hoped that the building may be erected during 1919.

LIBRARY STAFF.

In addition to the Librarian and Assistant Librarian, who are the officers of the Library, there are employed in the various departments 133 persons, of whom 29 are men and boys and 104 are women. We have had the services of 46 substitutes during

the year, within which time there have been 43 resignations and 48 appointments. The staff and employees of the Library are divided into departments. In the Librarian's office are the Librarian's secretary, three clerks and the messenger. In the Order Department are the chief order clerk and three assistants. In the Reference Department are the superintendent and five assistants. In the Cataloguing Department are the head cataloguer and twelve other cataloguers (two of the cataloguers in rotation are detailed for work at the delivery and registration desks), a shelf-list clerk and a boy. In the Bindery Department are a chief clerk and two assistants. The Circulation Department has a general superintendent, under whose direction is the circulation of books and the training of apprentices. In the Delivery Department at the Central Library are an assistant superintendent of delivery, together with ten women and five boys, in addition to the catalogue clerks detailed from time to time (one of the delivery clerks in rotation is usually employed in the elementary work of cataloguing). The registration of borrowers occupies the time of a registration clerk in addition to assistance given by the detailed cataloguers. The Open-Shelf Department has a chief and an assistant. The Children's Department has a chief and an assistant, and the Department of Natural Science and Industrial Arts has a chief and three assistants. In the delivery of books from the Central Library to Branches and Stations, to schools and other institutions, are a superintendent and two assistants. In the Branches and Stations are an inspector, eighteen women as Branch Librarians and twenty-eight as assistants. There are also employed four janitors and three scrubwomen part time in the Central Library and seventeen in the Branches.

Each young woman who makes application for a position in the Library is expected to have the equivalent of a High School education. The approved applicants, as apprentices, are given training in the elementary processes of library work, both at the Central Library and at Branch No. 1. If they satisfactorily pass through the apprenticeship, they are placed upon the list of substitutes whom we utilize when members of the regular staff are absent through sickness, etc., and on account of the Summer fur-

loughs. From these substitutes appointments are made, and promotion follows, as it has done for over twenty years, in accordance with the merit system. We have been fortunate in finding a sufficient number of eligible persons to serve as substitutes, but a number of times the list has been perilously small, and our inadequate salaries do not give the desired incentive to young women to make application for positions in this institution.

Constant emphasis has been laid upon the necessity of efficient and cheerful aid to our borrowers by all the employees of the Library who come in contact with the public.

During the first half of the year a course of weekly lectures were given to apprentices and substitutes in the trustees' room in the Central Library by some members of the Library staff and Board of Trustees. The confused condition of matters during the latter part of the year, which led to a most marked diminution in the number of applicants, caused the discontinuance of these lectures. We hope to resume them in the future, when the number of applicants shall have again become sufficient.

For the first time since the opening of the Library, we regret to record the death by accident of one of our force. Miss Florence Miller, a most promising substitute, was employed for a few days at Branch 6, in the early part of the year. As she was returning home from her day's work and alighted from the street car, almost in front of her house, she was run into by a man riding a motorcycle at an excessive rate of speed, and being knocked down, she received such terrible injuries that she died two hours after the accident occurred.

The extremely inadequate salaries, which our meager income forces us to pay, have caused us much difficulty during the past year. The Trustees, by readjustment of the salary list at the beginning of the year, did all that seemed possible for us, and provided a well-graded salary list, but the amounts given are much less than they should be, and are far from being suitable remuneration for the class of work done by those employed on our staff. The great demand for women to fill the places of men who were called into military service, as well as for men to act as laborers, caused much trouble during the Summer. We were

unable to secure a sufficient number of janitors, and not a single woman registered her application for a position on the staff from June 1 to September 15. Our employees were more loyal to the Library than we had any right to expect, but the vacancies that occurred entirely exhausted the list of substitutes and finally, in one or two cases, we had no one whom we could appoint to positions. In this emergency, the Trustees felt it was indispensable, in order to continue the operations of the Library, that an increase be made of the sum of five dollars (\$5.00) a month in the salaries of janitors, so that they should receive thirty-five dollars (\$35.00) a month. A similar increase of five dollars (\$5.00) was voted to each young woman who is appointed to a Library position, so the minimum salary was raised from \$25.00 to \$30.00 a month.. Even with these increases, the amounts paid are far less than the City pays day-laborers and janitors in the schools. Yet this meager increase amounts to three thousand dollars (\$3,000) yearly, or approximately 20 per cent. of our expenditure for the purchase of books. The addition of five thousand dollars (\$5,000) allowed us by the Board of Estimates, for additions to salaries, will meet these increases and give us a little more to apply to certain other salaries. However, the City has just established a minimum salary of school teachers as \$50.00 a month, and we must continue to agitate for a more adequate recognition of Library service, until, in the words of a writer in the *Library Journal* for March, "This service is standardized to the school service, on terms of equal pay and equal opportunity." We must continue to regret, in the language of a writer in the *Library Journal* for April, that members of our staff "are receiving much less than is now being paid by the City for service of an analogous character" in other departments. Throughout the country, the complaint has been properly made that members of library staffs are not properly paid; that they do not receive salaries equivalent to stenographers, and, so far as the accusations are true, they speak of the disgrace of a people who are content to pay such salaries. Sir William Osler, in an address delivered last Summer, entitled "The Library School in the College," which address was printed in the *Library Association Record* for August

and September, 1917, spoke as follows, with reference to the importance of the training of librarians:

"Within the last few years the work has been so organized that we may speak of a science of librarianship. The old rule-of-thumb order which each custodian of a collection of books adopts, as his own knowledge or ignorance suggested, is giving place to carefully thought-out methods of arrangement designed to make the books of greater service and more easily accessible. The librarians of today, and it will be true still more of the librarians of tomorrow, are not fiery dragons interposed between the people and the books. They are useful servants, who manage libraries in the interest of the public."

On the 25th of July our Assistant Librarian was called out into the service of his country, and he is now second lieutenant of 110th Field Artillery. Leave of absence was given to him by the Board of Trustees, and Miss Louise T. Starkloff, the office secretary, was appointed Acting Assistant Librarian, during Lieutenant Wroth's absence. This arrangement has proven a satisfactory one and the interests of the Library have been preserved, as well as possible.

RELATIONS WITH OTHER LIBRARIES.

The Maryland Public Library Commission has sent out its libraries from our building, and has united with us in distributing books for the blind. In March the Commission found itself able to employ a Field Secretary. Miss Emma W. H. Scott accepted this position and began her work, which is proving quite successful. As a result of her energy, there was held, on November 27, at the Western High School, a Library Conference in connection with the State Teachers' Association. This was the first such conference ever held in Maryland. President Joseph H. Apple, of Hood College, Frederick, the head of the Commission, presided, and after an address of welcome by President Sydney S. Handy, of the Association, brief speeches were made by Dr. M. Bates Stephens, State Superintendent of Education, on "The Library and the School"; Mrs. M. A. Newell, secretary of the Commission,

on "Woman's Clubs and the Commission"; Bernard C. Steiner, on "The Public Library"; Miss Bessie Shaffer, our Inspector of Branches, on "Branch Libraries," and Miss Scott upon "Traveling Libraries." We hope that this may be the first of a long series of such conferences.

I attended the annual conference of the American Library Association in June, at Louisville, Kentucky, and throughout the year served as chairman of the Association's Committee on Federal and State Relations. The Committee joined in the successful protest against the placing, by Congress, of a 10 per cent. duty on all articles on the free list, including books, which duty would have diminished the ability of Libraries to furnish the proper service in the way of providing books from all countries. I regret that another effort in which the Committee joined, that of establishing a zone system of postage for magazines, was unsuccessful, and trust that Congress may see fit to revise its decision in this matter before the law goes into effect.

During the Summer and Autumn, we collected books and periodicals from residents of the State and sent them to Camp Meade, Saunders Range and Fort Howard, for the use of soldiers at these places. The books and periodicals were placed in the huts of the Young Men's Christian Association and of the Knights of Columbus, and have been of considerable use to the soldiers. We also co-operated, so far as our pressing and more immediate duties permitted, in the campaign carried on by the American Library Association for the establishing and maintenance of library buildings in the thirty-two cantonments of soldiers.

In these troublesome times it is extremely important that the country should realize the need of education, and that this education in an individual, informal, life-long manner, is provided by Public Libraries. We must recognize this fact and we shall not be the only nation to recognize it. In England, the same thought is expressed in the *Library Association Record* for November 15, 1917, as follows: "We are far from suggesting that libraries are, or can become, the panacea for all the evils of the state, but it may safely be claimed that they have large and peculiar facilities

for helping to relieve some of these evils. If the people of England are to be roused to a sense of the gravity of the new conditions of life, where is there a single department of public service better fitted than the library for such a purpose? Millions of people enter their portals every day; millions more are registered as borrowers. In districts, chiefly urban, where rate-supported libraries have been established, at least one person in ten of all ages and classes of the community is registered as a library borrower, while numerous others make constant use of the reference and periodical departments. For two decades or more our libraries have been training thinking readers, and the results of this work are visible in the ever-decreasing proportion of library demands for purely recreative reading. Libraries are usually in touch with all the educational agencies of their district, and the trend of their work for many years has been to cultivate educative and other practically useful reading. Much, very much, has been done in this direction."

Our goal is still at some distance from us, yet it is an ideal toward which we must contrive to fix our eyes and strive to attain it. This Library was founded by a generous gift to the City, made by Enoch Pratt, that there might be "the free circulation of the books of a large and ever-growing Library among the people of the whole City." To accomplish this end, we must have a large addition to the Central Library building; must erect a Branch Library within walking distance of the residence of every person in the City, and must receive from the Mayor and City Council an adequate annual appropriation, so that this Library, the Public Library of Baltimore City, may be able fittingly to accomplish its functions—of education, of mental recreation and of inspiration, to the people of Baltimore.

The mere comparison made in the early portion of this Report of our income with appropriations made to other cities, shows how impossible it is for us to show satisfactory results. The Egyptian taskmasters at least provided clay for the Israelitish slaves, wherewith to make bricks. We do not ask as large appropriations as other cities give their Libraries. If we have only the

clay provided us, we will use our utmost efforts to find the straw needed to produce bricks—as good as those made anywhere.

With thanks for the courtesy and co-operation received from the Board of Trustees, I am,

Very respectfully,

BERNARD C. STEINER.

January, 1918.

TABLE "A."—Number of Volumes and Circulation in 1917, Central Library and Branches.

CLASSIFICATION	CENTRAL LIBRARY						OPEN SHELF							
	Volumes Added in 1917.	Total Number of Volumes	Circulation Through Central Library.	Percentage.	Circulation through Branches and Delivery Stations.	Percentage.	Circulation through Schools, etc.	Percentage.	Total Circulation.	Average Circulation of Each Book.	Volumes Added in 1917.	Total Number of Volumes	Circulation.	Percentage.
A.—Prose Fiction.....	1,094	23,540	76,640	56—	12,374	43+	8,467	46—	97,481	3.41	179	1,127	3,904	69+
B.—Juvenile.....	130	4,805	6,520	05—	7,725	27—	4,037	26+	19,182	8.94	1	50	49	01—
C.—Poetry and the Drama.....	251	9,701	3,513	03—	934	03+	526	03+	5,072	.52	34	213	241	04—
etc.....	288	10,646	4,170	03+	605	02+	344	02—	5,218	.49	23	306	365	06—
	52	10,407	2,247	03—	501	02+	50	2,827	.27	26	28
		700	108	34	143	.20
	123	13,103	2,880	02—	450	03—	337	02+	3,456	.26	11	295	362	06—
	381	11,249	3,670	03—	442	02—	892	05—	5,004	.44	10	454	647	10—
	777	13,309	7,534	06+	603	02+	579	03+	8,722	.65	27	512	454	07—
	132	6,105	1,698	01+	191	01—	226	01+	2,115	.34	165	104	02—
	61	3,798	630	64	32	776	.20	1	105	38	01—
	110	4,876	1,769	01+	265	01—	534	03+	2,618	.60	1	114	61	01—
	112	2,629	3,390	02+	414	01+	106	01—	3,910	1.43	25	10
	251	4,858	4,069	03—	580	03+	176	01—	4,325	.99	3	14	22
	184	2,308	2,120	02—	485	02—	75	2,580	1.11	2	21	16
	214	6,322	3,941	03—	622	02+	199	01+	4,762	.75	91	75	01+
	68	2,236	2,441	02—	326	01+	66	2,833	1.23	5	63	37	01—
	71	3,195	1,246	01—	339	01+	93	01—	1,678	.52	33	5
	243	6,511	3,239	02+	589	02+	166	01—	3,994	.61	154	49	01—
	90	1,065	603	104	35	803	.48	13	1
	57	1,667	1,073	01—	215	01—	30	1,323	.78	1	5	5
	423	13,634	3,823	03—	550	03—	292	02—	4,677	.84	1	170	91	01+
	10	1,772	212	61	120	01—	393	.32
		647
		1,117
		37,359	187,378	73—	23,678	18,540
	986	51,859	27+	2	13	6,564
		169,237	23,678	18,540	3,938	6,564
	
	
	
	
	
	
	
	
	
	
	
	
	
	
	
	
	
	
	
	
	
	
	
	
	
	
	
	
	
	
	
	
	
	
	
	
	
	
	
	
	
	
	
									

* This subject is being reclassified.

TABLE "A."—Number of Volumes and Circulation in 1917, Central Library and Branches.—Continued.

CLASSIFICATION	CHILDREN'S DEPARTMENT.				BRANCH No. 1.			BRANCH No. 2.			BRANCH No. 3.		
	Volumes Added in 1917.	Total Number of Volumes	Circulation.	Percentage.	Number of Volumes.	Circulation.	Percentage.	Average Circulation of Each Book	Number of Volumes.	Circulation.	Percentage.	Number of Volumes.	Average Circulation of Each Book
A.—Prose Fiction.....	19	25	308	02 +	3,131	11,001	41 —	3.51	2,998	16,966	40 —	2,742	5.65
B.—Juvenile	361	4,112	11,679	82 +	1,610	10,046	37 +	6.23	1,539	17,879	42 —	1,422	11.61
C.—Poetry and the Drama.....	8	33	83	01 —	719	625	02 +	.86	716	798	02 —	561	1.11
D.—Fables, Miscel'n's Wks., etc..	10	86	492	03 +	1,738	1,010	04 —	.58	1,732	1,146	03 —	1,295	.66
E.—Language	19	21	121	01 —	140	159	01 —	1.13	125	259	01 —	109	2.07
F.—Anc't Classics & Trans'l's *
G.—Biography	12	24	88	01 —	1,124	846	01 +	.30	958	638	01 +	694	.66
H.—History—American	15	69	500	04 —	968	1,018	04 —	1.05	878	1,419	03 +	778	1.61
I.—History—European	7	25	112	01 —	1,067	397	01 +	.37	938	550	01 +	782	.58
K.—History—Asiatic, African, etc.	10	59	103	01 —	465	281	01 +	.60	390	337	01 —	339	.86
L.—General History and Travel..	1	21	61	222	6227	190	190	162	1.00
M.—Natural History.....	19	94	291	02 +	491	346	01 +	.70	467	626	01 +	416	1.34
N.—Natural Science†.....	3	3	18	269	295	01 +	1.11	265	346	01 —	226	1.30
O.—Appl'd Sc'nce & Useful Arts†	5	21	126	01 —	249	294	01 +	1.18	250	346	01 —	227	1.38
P.—Military, Naval, Recr'ive Arts	3	6	42	112	227	01 —	2.02	104	392	01 —	110	3.76
Q.—Fine Arts.....	1	7	27	210	187	01 —	.89	191	112	155	.58
R.—Philosophy	3	2	187	16757	163	111	124	.68
S.—Education	1	1	2	101	7978	98	56	84	.57
T.—Political and Social Science..	5	11	42	432	183	01 —	.42	406	110	343	.27
U.—Law	50	4590	49	41	36	.83
V.—Medicine	84	6375	82	65	68	.79
W.—Religion	10	20	103	01 —	929	207	01 —	.21	845	496	01 +	737	.58
Y.—Books for the Blind.....
Braille type.....
Line type.....
New York Point.....
Total Home Circulation.....	14,395	26,978	42,883
Reference Works.....	29	325	405	339
Total	9	4,670	14,195	14,623	26,978	13,789	42,883	11,749
Circulation from Central Library Through Branches and Stations..	623	1,096
Totals	27,601	43,979
Highest Circulation.....	February 24.....	107	March 3.....	152	March 24.....	December 3.....
Lowest Circulation.....	November 6.....	13	October 31.....	43	February 15.....	August 15.....
Average Daily Circulation.....	46	83	140
Average Circulation per Volume..	2.06	1.88	2.46
Number of Visitors.....	119,926	40,852	50,732

* This subject is being reclassified.

TABLE "A."—Number of Volumes and Circulation in 1917, Central Library and Branches.—Continued.

CLASSIFICATION	BRANCH No. 4.				BRANCH No. 5.				BRANCH No. 6.				BRANCH No. 7.			
	Number of Volumes.	Circulation.	Percentage.	Average Circulation of Each Book	Number of Volumes.	Circulation.	Percentage.	Average Circulation of Each Book	Number of Volumes.	Circulation.	Percentage.	Average Circulation of Each Book	Number of Volumes.	Circulation.	Percentage.	Average Circulation of Each Book
A.—Prose Fiction.....	2,071	9,222	29 +	3.47	8,027	10,316	29 +	3.40	2,615	11,949	43 —	4.56	2,152	6,883	38 +	2.73
B.—Juvenile.....	1,408	12,228	43 +	9.85	1,580	15,842	45 —	10.35	1,476	8,722	31 +	5.90	1,152	6,308	41 +	5.47
C.—Poetry and the Drama.....	550	948	03 +	1.72	602	1,248	04 —	.17	668	843	03 +	1.26	831	460	03 —	1.28
D.—Romans, Miscell's Wks., etc.....	1,431	1,751	06 —	1.22	1,620	983	03 —	.90	1,551	1,858	07 —	1.19	928	530	04 +	.97
E.....	100	238	01 —	2.38	134	266	01 —	.19	89	110	1.11	69	103	01 —	1.49
F.....	635	403	01 +	.63	900	677	02 —	.75	392	494	02 —	.56	472	162	01 +	.34
G.....	751	1,908	05 +	2.62	832	1,906	05 +	2.16	874	1,146	04 +	1.31	609	652	04 +	1.07
H.....	729	598	03 —	.81	903	632	02 —	.99	906	635	02 +	.75	496	130	01 —	.36
I.....	336	276	01 —	.82	392	517	01 +	1.31	401	209	01 —	.52	213	127	01 —	.59
J.....	156	206	01 —	1.32	186	182	01 +	.97	172	132	01 —	.76	90	5255
K.....	406	506	02 —	1.24	463	507	01 +	1.09	482	400	01 +	.82	288	162	01 +	.56
L.....	220	184	01 —	.82	251	368	01 +	1.44	231	268	01 —	1.16	171	109	01 —	.63
M.....	221	480	02 —	2.17	289	325	01 —	1.40	228	269	01 —	1.17	163	131	01 —	.82
N.....	80	299	01 —	3.72	103	427	01 +	4.14	94	303	01 +	3.23	55	179	01 +	3.25
O.....	159	11974	183	179	01 —	.95	239	146	01 —	.61	111	2823
P.....	115	2723	160	10163	162	14086	62	1219
Q.....	82	2530	94	8489	70	5578	45	1328
R.....	227	6629	405	182	01 —	.44	314	8025	191	3116
S.....	34	1338	39	1743	36	1233	24	625
T.—Political and Social Science.....	68	2232	91	5054	67	2131	42	1228
U.—Law.....	733	522	03 —	.71	844	612	02 —	.72	787	267	01 —	.32	494	173	01 +	.36
V.—Medicine.....																
W.—Religion.....																
X.—Books for the Blind.....																
Y.—Braille type.....																
Z.—Line type.....																
Reference Works.....	360	31,523	372	35,421	334	28,099	235	15,308
Total.....	11,588	81,523	13,520	85,421	12,590	28,099	6,392	15,308
Circulation from Central Library Through Branches and Stations.....		212		530		1,235		333
Totals.....		32,426		86,951		29,334		15,706
Highest Circulation.....	March 19.....	105	205	January 20.....	116	192	February 20.....	92	163	April 23 and June 7.....	50	90
Lowest Circulation.....	Aug. 8-23, and Sept. 7.....	105	49	October 21.....	2.09	56	September 13.....	2.30	84	October 19.....	1.88	13
Average Daily Circulation.....		2.50			48,906			44,512			27,193	
Average Circulation per Volume.....		40,508	
Number of Visitors.....			

* This subject is being reclassified.

TABLE "A."—Number of Volumes and Circulation in 1917, Central Library and Branches.—Continued.

CLASSIFICATION	BRANCH No. 12.				BRANCH No. 14.				BRANCH No. 15.			
	Number of Volumes.	Circulation.	Percentage.	Average Circulation of Each Book.	Number of Volumes.	Circulation.	Percentage.	Average Circulation of Each Book.	Number of Volumes.	Circulation.	Percentage.	Average Circulation of Each Book.
A.—Prose Fiction.....	2,281	7,233	38 +	3.17	2,017	11,452	83—	5.67	1,937	7,768	49 +	4.01
B.—Juvenile	807	7,741	41—	9.59	718	18,702	39—	19.21	625	4,260	27—	6.81
C.—Poetry and the Drama.....	249	367	02—	1.47	233	958	03—	4.09	231	428	08—	1.85
"etc."	628	383	02 +	.60	306	1,509	04 +	1.87	574	900	06—	1.58
"7 1/2"	42	199	01 +	4.73	49	294	01—	6.00	44	69	1.56
".....
".....	324	272	01 +	.69	471	388	08—	1.87	450	218	01 +	.48
".....	523	919	05—	1.75	624	2,387	07—	4.44	504	561	03 +	1.11
".....	460	242	01 +	.52	554	791	02 +	1.42	523	339	02 +	.64
"un, etc.	285	216	01 +	.91	249	495	01 +	1.98	241	184	01—	.51
".....	38	3102	100	196	01—	1.96	96	4243
".....	275	384	02 +	1.43	257	764	02 +	2.97	273	365	02—	.97
".....	98	134	01—	1.44	117	299	01—	2.55	101	138	01—	1.36
"Arts +	74	149	01—	2.01	78	357	01 +	4.96	73	176	01 +	2.35
"Naval, Rec'tive Arts	50	275	01 +	5.50	51	435	01 +	8.52	52	130	01—	2.50
".....	73	3937	75	7397	97	6182
".....	44	3272	47	49	1.02	50	4386
S.—Education	14	1178	21	13	1.00	23	1356
T.—Political and Social Sciences.....	93	4952	91	94	1.03	109	5449
U.—Law	9	555	7	13	2.57	13	323
V.—Medicine	16	1068	11	21	1.90	10	17	1.70
W.—Religion	408	303	02—	.72	449	406	01 +	.90	404	194	01 +	.48
Y.—Books for the Blind.....
Braille type.....
Line type.....
New York Point.....
Total Home Circulation.....	144	19,022	118	35,176	109	16,793
Total.....	7,004	19,022	7,038	35,176	6,542	15,793
Circulation from Central Library.....
Through Branches and Stations.....
Totals	19,781	36,453	17,302
Highest Circulation.....	January 2.....	116	April 10.....	200	August 27.....	92
Lowest Circulation.....	June 22.....	25	August 1.....	55	September 18.....	22
Average Daily Circulation.....	62	115	115	51	48
Average Circulation per Volume.....	2.77	5.08	5.08	2.45	2.14
Number of Visitors.....	36,020	50,690	50,690	20,744	18,960

* This subject is being reclassified.

TABLE "A."—Number of Volumes and Circulation in 1917, Central Library and Branches.—Continued.

CLASSIFICATION	BRANCH No. 14.				BRANCH No. 17.				BRANCH No. 18.				Total Circulation.	Percentage.
	Number of Volumes.	Circulation.	Percentage.	Average Circulation of Each Book.	Number of Volumes.	Circulation.	Percentage.	Average Circulation of Each Book.	Number of Volumes.	Circulation.	Percentage.	Average Circulation of Each Book.		
A.—Prose Fiction.....	1,827	6,985	49 +	3.82	1,744	11,802	41 +	6.76	1,263	8,931	33 +	7.07	270,437	41—
B.—Juvenile.....	712	4,009	28 +	5.63	739	10,855	38 +	14.55	465	11,192	42—	24.06	214,078	32 +
C.—Poetry and the Drama.....	246	217	02—	.88	200	618	02 +	3.09	143	474	02—	3.31	16,475	02 +
D.—Kamaya, Miscell'n's Wks., etc.....	586	597	04 +	1.05	461	1,022	04—	2.21	206	414	02—	2.00	22,006	03 +
E.—Language.....	49	76	01—	1.55	64	216	01 +	3.35	31	183	01—	5.90	6,580	01—
Trans'l's *.....													142	02—
F.—Natural Science.....	469	216	03—	.46	357	412	01 +	1.16	223	619	02 +	2.77	11,049	02—
G.—Applied Science & Useful Arts †.....	599	858	05—	1.09	509	1,350	04 +	2.45	449	1,629	06 +	3.62	27,870	04 +
H.—Military, Naval, Recreative Arts.....	600	222	02—	.37	493	411	01 +	.83	372	578	02 +	1.54	16,723	03—
I.—African, etc., and Travel.....	290	109	01—	.37	120	217	01—	1.14	146	348	01 +	2.40	6,947	01 +
J.—Natural Science.....	94	81	01—	.86	114	177	01—	1.56	84	165	01—	1.96	2,845	03—
K.—Applied Science & Useful Arts †.....	204	224	02—	1.09	171	215	01 +	1.24	156	761	08—	4.81	10,218	03—
L.—Military, Naval, Recreative Arts.....	80	119	01—	1.48	72	153	01—	2.12	33	180	02—	5.45	7,188	01 +
M.—Natural Science.....	96	161	01 +	1.67	71	328	01—	3.63	63	421	03—	6.63	9,424	01 +
N.—Applied Science & Useful Arts †.....	96	202	01 +	2.29	36	247	01—	6.86	27	486	02—	11.27	7,030	01 +
O.—Military, Naval, Recreative Arts.....	89	81	01—	.68	60	74	01—	1.23	51	111	01—	2.17	6,372	01—
P.—Fine Arts.....	57	23	01—	.40	54	61	01—	1.13	26	32	01—	.34	2,725	01—
Q.—Philosophy.....	24	8	01—	.33	16	8	01—	.50	16	13	01—	.81	2,144	01—
R.—Education.....	128	69	01—	.50	97	75	01—	.78	48	44	01—	.91	5,423	01—
S.—Political and Social Science.....	18	6	01—	.33	12	8	01—	.61	3	5	01—	.35	1,026	01—
T.—Law.....	11	13	01—	1.18	11	8	01—	.72	9	6	01—	.66	1,705	01—
U.—Medicine.....	294	160	01 +	.40	313	236	01—	.73	166	470	02—	2.82	10,534	02—
W.—Religion.....													392	02—
Y.—Books for the Blind.....														02—
Braille type.....														02—
Line type.....														02—
New York Point.....														02—
Total Home Circulation.....		14,226				23,522				26,952			661,421	93—
Reference Works.....	81				113				63				51,259	07 +
Total.....	6,722	14,325			6,893	23,522			4,032	26,952			712,200	07 +

*—Includes from Reference Library.

